

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. GLAVIN

DATE: 9-8-50

FROM : H. L. EDWARDS

SUBJECT: DONALD E. MOORE  
Special Agent  
Security Division

RE: REALLOCATION

Tolson	✓
Ladd	
Clegg	
Glavin	
Nichols	
Rosen	
Tracy	
Harbo	
Mohr	
Tele. Room	
Nease	
Gandy	

This employee entered on duty 3-10-41 as a Special Agent in Grade CAF-9, \$3200 per annum and on 5-16-44 he was reallocated to Grade CAF-12, \$4600 per annum. As the result of four Uniform Promotions and four basic salary increases his present salary is \$7200 per annum. He is being considered for Grade GS-13 reallocation.

By letter dated 3-16-44 Mr. Tom G. Clark, Assistant Attorney General, called the Director's attention to the outstanding investigative work done by this Agent in connection with the cases of Eugene Einsiedel and Frank Arlic, Denaturalization Proceedings.

By letter dated 9-3-47, United States Attorney Alex M. Campbell, Fort Wayne, Indiana, expressed kind words to the Director regarding the work performed by this Agent while assigned to the Indianapolis Division.

On 3-31-48 and 3-31-49 he was rated EXCELLENT.

During an inspection of the Security Division in April, 1949, Inspector Gurnea stated that he presented an excellent, clean-cut appearance and had a warm, friendly personality. He exhibited a deep interest in his work, he conducted an excellent interview, he expressed himself well, he had a sufficient amount of self-confidence and aggressiveness, it was believed he was capable of handling involved matters without becoming confused and he was ASAC material.

It is noted that he had been recommended for consideration on a long range basis for development in April of 1947, in March and December, 1948 and in September of 1949.

On 3-31-50 Mr. Baumgardner rated him EXCELLENT and said that during this rating period he had served in the capacity of Number Two Man in the Internal Security Section. He had acted as Chief of the Section in the absence of the Number One Man and the Chief. During the times he had acted in charge of the Section he had definitely demonstrated that he possessed both administrative and executive ability, he had the respect of the Supervisors and had experienced no difficulty in issuing assignments and making decisions regarding the various matters supervised in that Section. He approached his assignments in an intelligent manner and had a clear understanding of the problems involved. He had the ability to organize and initiate work so that the maximum efficiency was obtained, he was an excellent dictator and his memoranda were clear and concise. He accepted and discharged responsibility

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3-10-50  
H. L. Edwards

with a minimum of supervision, his physical condition was such that he could function properly on any assignment, he was available for special or general assignment; in view of his all-around excellent performance, it was felt that he was ASAC material. It was also believed that on a long range basis he was potential SAC material.

By memorandum dated 8-7-50 Mr. Baumgardner stated he had been assigned as a Supervisor in the Internal Security Section since 8-18-47. He presented an excellent appearance, he had a good personality, he was the Number Two Man in the Internal Security Section and had, on a number of occasions, acted in the absence of the Section Chief. During the times he handled the Section Chief's duties they had been handled in an excellent manner and he had demonstrated beyond question that he possessed administrative ability. As Number Two Man he assisted in reading correspondence and issued assignments and made decisions regarding the various matters supervised in the Internal Security Section. He had the ability to organize and initiate work so that maximum efficiency was obtained. He was an excellent dictator and his memoranda were clear and concise. He was currently performing his duties in an outstanding manner and he was qualified to handle the most complicated investigative matters referred to the Bureau for attention. His physical condition was such that he could function satisfactorily on any assignment, he was available for special or routine assignments, he had been rated Excellent on his last eight annual efficiency reports and for the past three years both regular and special efficiency ratings had been Excellent. In view of his consistent excellent performance and all-around ability, he was definitely ASAC material at this time; also on a long-range basis, he should be considered for development as potential SAC material. In view of the fact that he met all requirements for Grade GS-13 reallocation, Mr. Baumgardner recommended that he be afforded such reallocation.

**RECOMMENDATION:** It is recommended that Special Agent Moore be afforded a reallocation to Grade GS-13, \$7600 per annum, inasmuch as he fulfills all requirements for such reallocation.

A PERMANENT BRIEF OF HIS PERSONNEL FILE IS ATTACHED

JEE:hcl

*Letter to empl  
9-19-50  
JEE*

*9 concurred  
9-11  
JEE  
9-19-50  
JEE*

*I agree  
JEE  
9-19  
OK  
H.*

*W. S. Edwards  
JEE  
9-18-50  
OK  
R*



MLB

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FILED 27

September 19, 1950

Mr. Donald E. Moore  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Moore:

I am indeed pleased to advise you that you have been recommended for promotion from the position of Special Agent, \$7200 per annum in Grade GS 12, to the position of Special Agent, \$7600 per annum in Grade GS 13, effective September 17, 1950.

Sincerely yours,

J. Edgar Hoover  
John Edgar Hoover  
Director

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CC: Mr. Belmont (personal attention)  
Mr. J. E. Edwards  
Movement Section

Mr. Tolson \_\_\_\_\_  
Mr. Clegg \_\_\_\_\_  
Mr. Glavin \_\_\_\_\_  
Mr. Ladd \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Tracy \_\_\_\_\_  
Mr. Egan \_\_\_\_\_  
Mr. Gurnea \_\_\_\_\_  
Mr. Harbo \_\_\_\_\_  
Mr. Mohr \_\_\_\_\_  
Mr. Pennington \_\_\_\_\_  
Mr. Quinn Tamm \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Mr. Nease \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

JW:mlb  
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RECEIVED DIRECTOR  
SEP 19 1950

RECEIVED READING ROOM  
FBI  
SEP 19 10 57 AM '50  
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COPY:emh

TO : THE DIRECTOR

DATE: September 8, 1950

FROM : D. M. LADD

SUBJECT: PERSONNEL - ADVANCEMENT

*Donald E. Moore*

In accordance with the instructions contained in SAC Letter No. 56, Series 1950, dated August 11, 1950, regarding "Personnel - Advancement," the following comments are submitted regarding personnel assigned to the Security-Investigative Division for consideration on a long-range basis for development as administrators and executives in the Bureau. In this connection, while it is understood that all personnel assigned to the Security Division are being considered for long-range development, comments are made only by the personnel who have indicated through their work that they are definitely above average as material for advancement along the lines indicated in referenced SAC Letter.

I am not commenting on Inspector Leo Laughlin, or on the Unit Chiefs of the various sections, namely, Messrs. Carl Hennrich, Victor Keay, Fred Baumgardner, and Charles Stanley, inasmuch as their designation and continued assignment to their present positions clearly reflects that they are highly capable and are ready for consideration for any advancement or change of assignment for which the Bureau may consider them.

Likewise, I have not listed the Number One Men in the four sections, namely, William A. Branigan, Espionage Section, Nathaniel R. Johnson, Loyalty Section, Joseph L. Schmidt, Internal Security Section, and Orrin H. Bartlett, Correlation-Liaison Section. These supervisors at the present time hold positions equivalent to that of Assistant Special Agent in Charge and each of them merits consideration for further advancement. Particularly, with reference to Nathaniel R. Johnson, it is my opinion that he is entirely capable of handling a small office as Special Agent in Charge at the present time.

The following are listed in accordance with the instructions in referenced SAC Letter:

GEORGE H. SCATTERDAY

Mr. Scatterday supervises Communist front organizations. He also relieves in the handling of mail in the Office of the Assistant to the Director. He is considerably above average, has an excellent over-all knowledge of Bureau policy, has above-average judgment, and is a well-rounded mature Bureau employee who meets people well and creates the impression that he is capable of handling any situation which might arise. He handles a large

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MEMORANDUM FOR THE DIRECTOR

volume of work and has prepared involved and highly important memoranda for the Director on the motion picture industry and various front groups. Mr. Scatterday makes an excellent personal appearance, dresses neatly and has a friendly disposition. He makes friends easily, is an enthusiastic employee, and is definitely interested in advancing in the Bureau's work. Mr. Scatterday has excellent possibilities as a potential SAC. He is available for assignment anywhere the Bureau may desire to send him.

DONALD E. MOORE

Mr. Moore is assigned to the Internal Security Section as a supervisor on the Special Memoranda Desk. He is Number Two Man in the Section and assists in handling correspondence. On the occasions that he has acted in charge of the Section, he has handled himself well and has demonstrated that he possesses administrative ability. He is tall, well built and presents an excellent judgment, and his general all-round ability is considerably above the average of a Bureau supervisor. Mr. Moore is available for assignment anywhere. His prospects for development as an SAC on a long-range basis are excellent.

ELBERT T. TURNER

Mr. Turner is a supervisor in the Espionage Section of the Security Division. He has demonstrated outstanding administrative ability. In his assignments he uses exceptionally good judgment and he is thoroughly acquainted with Bureau policy. He is a hard worker, is ambitious, and has a forceful and direct approach. He has handled a number of complicated matters with excellent results. He presents an excellent personal appearance. I believe he is a good prospect for development as an SAC. Mr. Turner is available for assignment anywhere the Bureau might desire to send him.

EMORY M. GREGG

Mr. Gregg has been assigned to the Espionage Section of the Security Division. He has demonstrated administrative ability in the handling of his assignments and has shown the ability to organize his work. He has performed his duties in a highly commendable manner. Mr. Gregg is pleasant, yet forceful, and has the ability to handle complicated matters and retain a sense of balance. He should be considered as potential SAC material. He is available for assignment anywhere the Bureau might desire to utilize his services.

STERLING B. DONAHOE

Mr. Donahoe is assigned to the Espionage Section of the Security Division. He is a clear thinker and a rapid worker, capable of handling a large volume with accurate results. He has discharged his assignments in an outstanding manner, knows Bureau policy, and has had well-rounded Bureau experience. He has the capacity for additional development along administrative and executive lines as an SAC. He is available for assignment anywhere the Bureau may wish to send him.

MEMORANDUM FOR THE DIRECTOR

HUGH JACK PHARIES

Mr. Pharies is assigned to the Loyalty Section of the Security Division. He is a well-built, rugged individual who presents an excellent personal appearance. He has a fine personality, is an excellent conversationalist, and is a mature Bureau employee who has unusual ability along the line of contacts with police officers, as well as business officials. He is aggressive, forceful, and possesses a considerable amount of poise and self-confidence. Mr. Pharies has clearly demonstrated that he possesses administrative ability and is good material for advancement to Assistant Special Agent in Charge and Special Agent in Charge. He is available for assignment anywhere the Bureau may desire to send him.

JOHN S. AMMARELL, JR.

Mr. Ammarell is Supervisor in Charge of the Correlation Unit and acts as Number Two Man for the Correlation-Liaison Section of the Security Division. There is no question about his having very considerable administrative ability. He is intelligent, personable, displays initiative and has a genuine interest in his work. He makes an excellent appearance and is available for assignment anywhere the Bureau desires. He is good material for development into the position of SAC.

CALVIN B. HOWARD

Mr. Howard is currently assigned to the Internal Security Section of the Security Division as a supervisor on the Communist Front Desk. Prior to his assignment as a supervisor at the Bureau, he served as a full-time supervisor on Communist matters at the Newark Office. He possesses a detailed knowledge of not only the Communist Party per se, but of the numerous splinter groups and Communist front organizations. He is meticulous as to detail and strives to produce perfect work at all times. Mr. Howard makes an excellent personal appearance, approaches his assignments in an intelligent manner, and has exercised good judgment in connection with his work at all times. He is a willing and enthusiastic employee and is desirous of advancing in the Bureau's work. He has the ability to make contacts among all types of people and he could serve in any type of territory or office. He is available for transfer at any time to any place the Bureau may wish to assign him. I feel that in view of his qualifications he should definitely be considered for development as a Special Agent in Charge on a long-range basis.

ROBERT J. LAMPHERE

Mr. Lamphere is assigned to the Espionage Section of the Security Division. In this capacity he has demonstrated exceptional ability in supervising the complex espionage investigations assigned to him. He organizes his work and produces a far above average volume of work. He has a pleasant personality, is above average in intelligence, uses good judgment, and accepts and discharges responsibility in a commendable way. He did an excellent job on a recent trip to London, where he interviewed Dr. Klaus Fuchs, a confessed espionage agent. He definitely has the ability for further advancement as an SAC. Mr. Lamphere is available for assignment at any time to any place the Bureau may desire to send him.

MEMORANDUM FOR THE DIRECTOR

LEO C. NULTY

Mr. Nulty is assigned to the Espionage Section of the Security Division. He has had considerable experience as an ASAC. He is far above average as a Bureau supervisor. He is thoroughly acquainted with Bureau policy and uses good judgment at all times in the discharge of his responsibilities. He has an excellent personal appearance, is above average in intelligence, and is friendly yet forceful in his manner. Mr. Nulty is available for transfer to any place where the Bureau might desire to send him. He has the qualifications for consideration for advancement to the position of SAC.

ARTHUR J. MARCHESSAULT

Mr. Marchessault is assigned to the Espionage Section of the Security Division. He has performed in an outstanding manner as a Bureau supervisor. He is a good organizer, is aggressive, and is ambitious to advance in the Bureau's service. He is a hard worker, wants to become an SAC, and has had valuable experience as an ASAC at the Detroit Office. He has the capacity for development as an SAC. He is available for assignment anywhere the Bureau desires to utilize his services.

SMITH BLAIR, JR.

Mr. Blair is assigned to the Correlation Unit of the Correlation-Liaison Section, Security Division. He has handled a number of complex, lengthy memoranda with excellent results. He has shown a facility for such work and is considerably aided in this regard by his very sound knowledge of Bureau policies and procedures. He is a methodical, hard working individual who makes a good appearance and is available for assignment wherever his services may be needed. He could probably serve as an ASAC with very little additional seasoning and can be considered on a long-range basis for development as an SAC.

PAUL L. COX

Mr. Cox is currently assigned to the Internal Security Section of the Security Investigative Division as a Supervisor on the Security Index Desk. He presents an excellent, mature personal appearance, has a good personality, and is well liked by the other employees in the Section. He has the ability to make contacts among all types of people and could function satisfactorily in any office. The work presently being handled by Mr. Cox is of a highly confidential and involved nature, but he has definitely demonstrated he can handle a tremendous volume of work with a minimum of errors. Prior to his assignment as a Supervisor at the Seat of Government, he was a full-time Supervisor on the General Investigative Desk in the Detroit Office. Mr. Cox has an all-round knowledge of Bureau policies and has continually exercised good judgment in applying these policies to his everyday duties. He is an enthusiastic employee and has a definite desire to advance himself in the Bureau's work. He is thorough, has the ability to think through problems which arise in connection with his assigned duties, and issues concise, intelligent instructions to the field. He is available for transfer to any Bureau office at any time. It is believed that Mr. Cox possesses all the qualifications for development as an SAC on a long-range basis.

MEMORANDUM FOR THE DIRECTOR

JOSEPH D. PURVIS

Mr. Purvis is assigned to the Loyalty Section of the Security Division. He is tall, rather slender of build, dresses in a very neat conservative style, and presents a good personal appearance. Although he is quiet, he has an excellent personality and is mature in his demeanor. He is aggressive and resourceful and his judgment has been excellent. Purvis has an analytical mind and his organization of his work is one of his outstanding qualities. He is the leader type and is well respected by his fellow employees. Prior to his assignment as a Supervisor in the Loyalty Section on January 26, 1948, Purvis acted as Relief Supervisor in the Savannah Office. Mr. Purvis is loyal, intelligent and capable of handling additional responsibilities. It is believed he should be considered for further advancement as ASAC and SAC. He is available for assignment wherever his services are needed.

W. RAYMOND WANNALL

Mr. Wannall is assigned to the Espionage Section of the Security Division. He has been handling rather involved espionage cases on a special basis. He is diligent, industrious and an exceptionally hard worker. He exercises considerable initiative and is a driving type of worker who aims for concrete results. He has the desire to advance in the Bureau's service. He handles his work in an analytical manner with above average organization. I believe he is capable of performing the functions of an ASAC with possibilities for development as an SAC. Mr. Wannall is available for assignment anywhere the Bureau may desire to send him.

HERMAN O. BLY

Mr. Bly is assigned to the Internal Security Section of the Security Division. He is a supervisor on the Communist Party, USA Desk. His work as a supervisor on this desk has been outstanding. He is without question one of the better informed men in the Bureau concerning Communist matters generally. He has inaugurated changes in the method of reporting by the field on Communist matters which have enhanced the investigative operations of the Bureau. He makes an excellent personal appearance, exercises good judgment at all times, has a good personality, and is well liked by the other employees in the Internal Security Section. He has the ability to make friends and contacts among all types of people and could serve successfully in any Bureau office. Mr. Bly is an enthusiastic employee and is definitely interested in advancing himself in the Bureau's work. I feel that Mr. Bly possesses all of the qualifications for development as an SAC on a long-range basis.

EDGAR R. CLAYTON

Mr. Clayton is assigned to the Espionage Section of the Security Division. He is an exceptionally good organizer, thinks clearly, and attacks his work in an aggressive manner. He obtains results. Mr. Clayton presents an excellent personal appearance, has a friendly disposition and yet is forceful in his approach. His work as a Bureau supervisor has been above average. I believe he is capable of performing the duties of an ASAC with possibilities for further development as an SAC. He is available for assignment any place the Bureau may desire to utilize his services.



MEMORANDUM FOR THE DIRECTOR

WAYNE W. KLEMP

Mr. Klempe is currently assigned to the Internal Security Section of the Security Investigative Division on the Special Memoranda Desk. In this capacity he answers general correspondence which is received by the Bureau as well as prepares memoranda on specialized subjects for the Director and for general dissemination to other governmental agencies. Since his assignment to this desk, Mr. Klempe has performed in an outstanding manner. He has an outstanding knowledge of Bureau policy and procedure and has repeatedly demonstrated that he can apply those policies in carrying out his everyday assignments. Mr. Klempe makes an excellent personal appearance, has a good disposition, and is well liked by the other employees in the Section. He has the faculty of being able to make contacts among all types of people and is available for transfer to any of the Bureau's offices. He is an enthusiastic employee and is definitely interested in advancing himself in the Bureau's work. In view of his all-round ability, I feel that Mr. Klempe possesses all of the qualifications necessary for development as an SAC on a long-range basis.

S. WESLEY REYNOLDS

Mr. Reynolds is assigned to the Liaison Unit, Correlation-Liaison Section, of the Security Investigative Division. He is a very experienced Liaison Supervisor who has an unusual knack for this work. He has a far above average knowledge of Bureau policies and has a facility for putting them into execution. He makes a very favorable impression on persons outside the Bureau and could adequately represent the Bureau in almost any post. He is available wherever his services are needed. I believe he has the qualifications necessary for consideration for the position of SAC on a long-range basis.

MEFFERT W. KUHRITZ

Mr. Kuhritz is assigned to the Liaison Unit, Correlation-Liaison Section of the Security Investigative Division. He presently represents the Bureau at various committee meetings, which work requires a sound knowledge of Bureau policies and the ability to get along with representatives of outside governmental agencies. He seems to be suited for liaison work. He was previously a supervisor in the New York Office and has administrative ability. He is a sound, methodical individual, large of build, who presents an excellent personal appearance. He is available for assignment wherever his services are needed. He could presently operate as an ASAC and has definite possibilities for advancement as an SAC.

RALPH R. ROACH

Mr. Roach is assigned to the Liaison Unit, Correlation-Liaison Section of the Security Investigative Division. He is a Liaison Agent with long experience in this field. His strongest assets are his excellent appearance, his personality and his knowledge of Bureau policies. He is ideally suited for liaison work. He is available for assignment wherever his services are needed. He could handle various administrative posts in the Bureau.

MEMORANDUM FOR THE DIRECTOR

O. EUGENE COLEMAN

Mr. Coleman is assigned to the Loyalty Section of the Security Division. He is of medium build, dresses in a conservative manner, has a quiet but likeable personality, and presents a very good personal appearance. He is serious, aggressive, unusually resourceful and an absolutely loyal Bureau employee. He would make an excellent impression as a Bureau representative and has the ability to develop and maintain excellent contacts in the business world and with police officials. It is observed that during an inspection of the Loyalty Section in 1949, the Inspector stated that Mr. Coleman impressed him as being stable, conscientious and capable in every respect; further, that he was above average and could assume the responsibilities of an ASAC in a small or medium size office. Prior to being assigned as a supervisor in the Loyalty Section on April 3, 1948, Coleman acted as a Relief Supervisor in the Chicago and Savannah Offices. During his assignment to the Loyalty Section, Mr. Coleman has been one of the most dependable supervisors and has been given many of the more involved assignments. He is entirely capable of handling additional responsibilities and should be considered for advancement to ASAC and SAC. He is available for assignment wherever the Bureau desires to utilize his services.

GEORGE E. IRWIN

Mr. Irwin is currently assigned to the Internal Security Section of the Security Investigative Division as a Relief Supervisor. In order to merit the assignment as Relief Supervisor, it was necessary for Mr. Irwin to demonstrate that he possessed an over-all knowledge of Communist activity as it relates to the Communist Party per se, Communist front organizations, Communist infiltration of labor groups, as well as Communist Party informants. He has an over-all knowledge of Bureau policy and knows how to apply that policy in carrying out his assigned duties. He is an intelligent, enthusiastic Bureau employee who is definitely interested in advancing in the Bureau's work. Mr. Irwin presents an excellent mature appearance, has a good personality and is well liked by the other employees in the Section. He has acted as relief for the Number One Man in the Internal Security Section on a number of occasions, during which time he definitely demonstrated that he possesses administrative ability. He is available for transfer at any time to any of the Bureau's offices. In view of the above, I feel that Mr. Irwin possesses all the qualifications for development as an SAC on a long-range basis.

ARTHUR F. BAIER

Mr. Baier is currently assigned to the Internal Security Section of the Security Investigative Division as a Supervisor on the Communist Infiltration of Labor Desk. He is the calm, unexcitable type of individual who approaches his assignments in an intelligent fashion and exercises excellent judgment in issuing instructions to the field. He is not the type who can be stampeded under pressure. He makes an excellent personal appearance, is friendly, has a good personality and possesses the ability to make friends among all types of people. He can adapt himself readily to meet any situation and could serve successfully in any of the Bureau's offices. He has an excellent grasp of the Bureau's policies and can apply those policies to the supervision of his assigned duties. He has a sufficient amount of force and aggressiveness and at this time is ASAC material. He should be considered on a long range basis as potential SAC material and is available for assignment wherever his services may be needed by the Bureau.

MEMORANDUM FOR THE DIRECTOR

EARL F. LANE

Mr. Lane is currently assigned as a Supervisor on the Sabotage Desk in the Internal Security Section of the Security Investigative Division. In this capacity he has handled a large volume of work and has demonstrated his ability to act calmly under pressure in the handling of numerous coal strike situations which require continuous and expeditious attention during the time they are in progress. He presents an excellent personal appearance, is intelligent, and has exercised good judgment at all times in the handling of his assignments since becoming a Bureau supervisor. He has an excellent personality and has the ability to make contacts among all types of people. He can adapt himself readily to any situation and could function satisfactorily in any Bureau office. He is an enthusiastic employee and is definitely interested in advancing himself in the Bureau's work. He is available for transfer to any place the Bureau may desire to send him. In light of the above, I feel that Mr. Lane possesses all the qualifications for successful development as an SAC on a long-range basis.

ROBERT H. EGAN

Mr. Egan is assigned to the Loyalty Section of the Security Investigative Division. He is of tall build, and presents a very businesslike appearance. He has a very good personality and is a mature, reliable Bureau employee. He makes an excellent impression as a Bureau representative and would be most successful in contacts among business and police officials. Mr. Egan is an absolutely conscientious individual, has had considerable experience, and has a thorough knowledge of Bureau policies. He is unusually aggressive and resourceful, and his judgment has been solid. He is a well-rounded Bureau employee. Mr. Egan served as a Field Supervisor in the Los Angeles Office for a considerable length of time and has been a Supervisor in the Loyalty Section since March 26, 1948. He has clearly demonstrated that he has administrative ability and should be considered for further advancement in the Bureau as an ASAC and SAC. He is available for assignment wherever his services are needed.

ALBERT G. JACOBS

Mr. Jacobs is currently assigned to the Internal Security Section of the Security Investigative Division as a Supervisor on the Communist Party, USA Desk. Mr. Jacobs studiously approaches the problems which confront him in his current assignment and by virtue of excellent instructions to the field has assisted the Bureau greatly in keeping abreast of the Communist Party's underground movements. He possesses an excellent background knowledge of Bureau policies and procedures and has the ability to apply those policies to his current assignment. Mr. Jacobs makes an excellent personal appearance, has a friendly disposition and a good personality, and has the ability to make contacts among all types of people. He possesses the ability to cope with any situation with which he might be confronted and could successfully serve in any Bureau office. He is an enthusiastic employee who is definitely interested in transfer to any Bureau office at any time. In light of the above, I feel that Mr. Jacobs possesses all of the qualifications for development as a Special Agent in Charge on a long-range basis.

MEMORANDUM FOR THE DIRECTOR

AUGUST B. FIPP, JR.

Mr. Fipp is assigned to the Correlation Unit, Correlation-Liaison Section, of the Security Investigative Division. He has had experience as a field office supervisor and as an inspector's aide. He has administrative ability and has considerable ambition. He makes and unusually good appearance and is personable. He is available for transfer wherever his services are needed. He would succeed as an ASAC, particularly in a small office, and should be considered as SAC material on a long-range basis.

GERALD E. GOTSCHALL

Mr. Gotschall is assigned to the Correlation Unit, Correlation-Liaison Section of the Security Investigative Division. He has handled a number of complex memoranda. He has impressed me with his ability to do research writing and with his ability to handle complicated problems. He is intelligent, very interested in his work, and has considerable initiative. While he looks young, he thinks in a very mature fashion and is actually a very sound Agent. He is quick and sharp. He is available for assignment wherever his services are needed. At present he could handle the position of ASAC in a small office and should be considered on a long-range basis for the position of SAC.

MARION E. TORRENS

Mr. Torrens is currently assigned to the Internal Security Section of the Security Investigative Division as a supervisor on the Security Index Desk. He is a deliberate, solid individual who carefully considers and analyzes each problem before he reaches a decision. His reasoning is excellent and he issues sound instructions to the field. He has an excellent over-all knowledge of Bureau policy and has demonstrated his ability to apply that policy to his assigned duties. Although the Bureau's Security Index Program is highly confidential and involved, Mr. Torrens has handled his work on that desk in an excellent manner. He is an intelligent, enthusiastic Bureau employee who is definitely interested in advancing himself in the Bureau's work. He makes an outstanding personal appearance, has a pleasing personality and possesses the ability to make contacts among all types of people. He can adapt himself to meet any given situation and could function satisfactorily in any part of the country. He is available for transfer at any time to any of the Bureau's offices. In view of the above, it is felt that Mr. Torrens possesses all of the qualifications at this time for future development as an SAC on a long-range basis.

CORNELIUS A. MOYNIHAN

Mr. Moynihan is presently assigned to the Correlation-Liaison Section of the Security Investigative Division. He assists in supervising our foreign liaison work, particularly our relations with foreign police organizations. He has had experience as a supervisor in the New York Office. There is no question that he has administrative ability and has a sound knowledge of Bureau policies. He has been night supervisor of the Security Division for some months and in this capacity has shown the ability to handle all of the various phases of the Bureau's work which arise. He is available for transfer anywhere his services are needed. He could presently handle an assignment as an ASAC and should be considered for the position of SAC on a long-range basis.

LEWIS G. DAVIS

Mr. Davis is currently assigned to the Internal Security Section of the Security Investigative Division on the Security Index Desk. Although the Bureau's Security Index Program is highly confidential and involved, Mr. Davis has demonstrated that he can handle a tremendous volume of work with a minimum of supervision. His instructions to the field are well thought out and clearly and concisely expressed. He possesses an excellent knowledge of Bureau policies and has exercised good judgment in applying those policies to his everyday tasks. He is an enthusiastic employee who is definitely interested in advancing himself in the Bureau's work. He makes an excellent personal appearance, has a pleasing personality, possesses the ability to make contacts among all types of people, can adapt himself to any given situation, and is available to serve in any type of territory or office. In view of the above, I believe that Mr. Davis possesses all of the qualifications for future development as a Special Agent in Charge on a long-range basis.

SAM J. PAPICH

Mr. Papich has been in the Loyalty Section as a supervisor only since April, 1950. It has been observed that he is quick to grasp the work and he has done an excellent job during this short period. Mr. Papich was listed by the SAC of the San Francisco Office in September, 1949, as the No. One Special Agent in the San Francisco Office for development as an administrator and executive in the Bureau. He presents a mature personal appearance, makes an excellent impression as a Bureau representative, and appears to be a well-rounded Bureau employee. He is the type of Bureau employee who would operate in an outstanding manner in contact work and developing sources and informants. It is believed that he presents excellent material for further advancement to assignment as an ASAC or SAC. He is available for assignment wherever his services are needed by the Bureau.

FREDERICK C. ZINCK

Mr. Zinck is currently assigned to the Internal Security Section of the Security Investigative Division as a Supervisor on the Security Index Desk. In this capacity, he has handled a tremendous volume of these highly confidential and involved matters with a minimum of supervision. He uses good judgment and has demonstrated on numerous occasions his ability to think clearly and apply Bureau policy correctly to any given situation. His instructions to the field are set forth in a clear and concise manner. He is an enthusiastic employee who is definitely interested in advancing himself in the Bureau's work. Mr. Zinck presents an excellent personal appearance, has a friendly disposition and a good personality and possesses the ability to make contacts among all types of individuals. He can adapt himself to any situation and could serve successfully in any part of the country. He is available for transfer to any of the Bureau's offices at any time. In light of the above, I feel that Mr. Zinck at this time possesses all of the qualifications for future development as an SAC on a long-range basis.

In addition to the above-listed, there are a number of other supervisors in the Security Division who only recently have been transferred to the Seat of Government and whom consequently I have not had the opportunity to fully observe. Undoubtedly, some of these supervisors will be qualified for advancement in the Bureau's service. They, of course, will be listed, if warranted, at a future date.

U. S. DEPARTMENT OF JUSTICE  
FEDERAL BUREAU OF INVESTIGATION  
WASHINGTON 25, D. C.

FORM APPROVED  
BUDGET BUREAU NO. 50-R064

repared by *JW/1738*  
Checked by *CK*  
led by

NOTIFICATION OF PERSONNEL ACTION

1. NAME (MR. - MISS - MRS. - FIRST - MIDDLE INITIAL - LAST) <b>MR. DONALD E. MOORE</b>		2. DATE OF BIRTH <b>7-11-19</b>	3. JOURNAL OR ACTION NO. <b>F. B. I. 3856</b> <b>3856</b>	4. DATE <b>3-15-50</b>
This is to notify you of the following action affecting your employment:				
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) <b>P. PROMOTION</b>		6. EFFECTIVE DATE <b>3-17-50</b>	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY	
FROM		TO		
<b>Special Agent</b> <b>GS 12</b> <b>\$7200 per annum</b>		8. POSITION TITLE  9. SERVICE, GRADE, SALARY  10. ORGANIZATIONAL DESIGNATIONS  11. HEADQUARTERS	<b>SA-2</b> <b>GS 13</b> <b>\$7600 per annum</b>	
<input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL		<input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL		
13. VETERAN'S PREFERENCE NONE <input checked="" type="checkbox"/> 5 PT. <input type="checkbox"/> 10 POINT <input type="checkbox"/> WWII <input type="checkbox"/> WWI <input type="checkbox"/> OTHER <input type="checkbox"/> DISAB. <input type="checkbox"/> WIFE <input type="checkbox"/> WIDOW <input type="checkbox"/>		14. POSITION CLASSIFICATION ACTION NEW <input type="checkbox"/> VICE <input type="checkbox"/> I. A. <input checked="" type="checkbox"/> REAL. <input checked="" type="checkbox"/>		
15. SEX <input checked="" type="checkbox"/> M <input type="checkbox"/> F	16. RACE <input checked="" type="checkbox"/> W <input type="checkbox"/> N <input type="checkbox"/> O	17. APPROPRIATION S. & E. FBI FROM: <b>BOE</b> TO:		18. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) <b>YES</b>
		19. DATE OF OATH (ACCESSIONS ONLY)		20. LEGAL RESIDENCE <b>Nebraska</b>
REMARKS  <p style="text-align: center;">21 OCT 31 1950 <i>JW/1738</i></p> <p>The provisions of the Veterans' Preference Act of 1944 and/or the Selective Service Extension Act of 1950 have been complied with.</p>				
SIGNATURE OR OTHER AUTHENTICATION				

8. FILE



## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. A. H. Belmont

DATE: 11-10-50

FROM : F. J. Baumgardner

SUBJECT: BRUNO PONTECORVO

Security Division

Reference is made to the memorandum from Mr. Hennrich to you dated November 9, 1950, in the captioned matter. In this memorandum Mr. Hennrich indicated that the Director had raised three questions: (1) Why information furnished to us by the State Department in a letter dated December 15, 1949, had not been furnished to [ ] in our memorandum of July 10, 1950. (2) What my impressions were regarding the instructions in effect as to the [ ] at that time and as to the knowledge and information on which I based these impressions. (3) Whether I discussed the matter of disseminating the information contained in the State Department letter of December 15, 1949, with anyone higher in authority and, if not, why.

With respect to the second question, my impression with respect to furnishing information to the [ ] was as follows: In view of the failure of the [ ] to cooperate with the Bureau in the Fuchs case, no information was to be given to the [ ] unless some benefit would inure to the Bureau or unless failure to advise the [ ] in a specific instance would result in embarrassment to the Bureau. The knowledge and information on which I based my impressions regarding dissemination of information to the [ ] was based on information furnished to me in the regular Section Chiefs' Conferences by Mr. A. H. Belmont.

The Director asked why we did not set forth in our July 10 memorandum information given to us by the State Department in a letter dated December 15, 1949. To the best of my recollection, when the letter from Oklahoma City dated June 13, came into the Internal Security Section on June 20, Special Agent E. B. Reddy discussed the matter with me. He suggested that it appeared to be a matter which should be properly handled in the Espionage Section. I agreed with his observation and the letter from Oklahoma City was routed to the Espionage Section for handling. The piece of mail was returned to the Internal Security Section for handling by the Espionage Section on June 30, 1950, with the notation that there was no espionage involved. At that time, Special Agent Reddy again discussed the matter with me and suggested that the information be furnished to the [ ] in view of Pontecorvo's alleged employment at Harwell Laboratories, Harwell, England. I instructed SA Reddy to prepare such a memorandum. This was on Friday afternoon, June 30, and prior to the time the memorandum was prepared I left on two weeks annual leave which extended from 9:00 AM, July 3 to 5:30 PM, July 14, 1950. Therefore, I am unable to make any statement regarding what

FJB:TD

information appeared in the memorandum prepared by Mr. Reddy.

It should be noted that as a result of the instructions regarding the furnishing of information to the [redacted] Mr. V. P. Keay was designated to review all correspondence to the [redacted]

I have discussed this matter with SA Reddy regarding what information was furnished in his memorandum and he has advised me as follows:

To the best of his recollection, he prepared two memoranda in connection with this matter. In preparing the first memorandum, it is his recollection that he set forth briefly some of the information which appeared in the State Department letter of November 9, 1949, to the effect that Pontecorvo had allegedly associated in the past with known Communists. This memorandum was forwarded to Mr. Keay for review. It was returned to Mr. Reddy with a routing slip which contained a comment, the exact nature of which he cannot recall at this time, but believes that Mr. Keay raised the question as to what benefit the Bureau would obtain from furnishing this information to the [redacted]

Upon receipt of this routing slip, in my absence, SA Reddy discussed the matter with Mr. D. E. Moore, who was acting as Number One Man of the ISS at the time. During this discussion, Mr. Moore told Mr. Reddy to furnish [redacted] a memorandum, referring to the previous memoranda furnished, advising it had now been reported that Pontecorvo was employed at the Harwell Laboratories, Harwell, England, in connection with the British Atomic Energy Program and further asking the [redacted] to advise us if Pontecorvo was presently employed as alleged and was engaged in Communist activities at the present time or may have been engaged in such activities during his residence in this country. To insure the fact that this memorandum would be forwarded to [redacted] Reddy added a paragraph on the file copy explaining the reasons for furnishing the above information to [redacted] From the routing slip of Mr. Keay and the discussion with Mr. Moore, Mr. Reddy gained the impression that he was to delete all information from the memorandum to [redacted] which had not been previously furnished and merely to ascertain from [redacted] if Pontecorvo was actually employed at Harwell. b7D

I have discussed this matter with Mr. D. E. Moore and he recalls discussing this matter with Mr. Reddy and agreeing that the [redacted] should be put on notice re the possible employment of Pontecorvo at Harwell. He does not recall any discussion regarding elimination of material from the memo and has no recollection of such an issue being raised.

## U. S. DEPARTMENT OF JUSTICE

FEDERAL BUREAU OF INVESTIGATION  
WASHINGTON 25, D. C.STANDARD FORM 50  
UNITED STATES  
CIVIL SERVICE COMMISSION  
OCTOBER 1946FORM APPROVED  
BUDGET BUREAU NO. 50-R064

## NOTIFICATION OF PERSONNEL ACTION

Prepared by *May*  
Checked by *SR*  
Filed by:

1. NAME (MR. - MISS - MRS. - FIRST - MIDDLE INITIAL - LAST) <b>Mr. Donald E. Moore</b> <b>MR. DONALD E. MOORE</b>		2. DATE OF BIRTH <b>7-11-18</b>	3. JOURNAL OR ACTION NO. <b>F.B.I. 9082</b>	4. DATE <b>9-13-50</b>
This is to notify you of the following action affecting your employment:				
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) <b>PROMOTION 14 (CORRECTION)</b>		6. EFFECTIVE DATE <b>9-17-50</b>	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY	
FROM		TO		
<b>Special Agent</b>  <b>GS 12</b> <b>\$7200 per annum</b>		8. POSITION TITLE  9. SERVICE, GRADE, SALARY  10. ORGANIZATIONAL DESIGNATIONS  11. HEADQUARTERS	<b>SAME</b>  <b>GS 13</b> <b>\$7600 per annum</b>	
<input type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL		<input type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL		
13. VETERAN'S PREFERENCE		14. POSITION CLASSIFICATION ACTION		
NONE <input checked="" type="checkbox"/> 5 PT. <input type="checkbox"/> 10 POINT <input type="checkbox"/> WWII <input type="checkbox"/> WWI <input type="checkbox"/> OTHER <input type="checkbox"/> DISAB. <input type="checkbox"/> WIFE <input type="checkbox"/> WIDOW <input type="checkbox"/>		NEW <input type="checkbox"/> VICE <input type="checkbox"/> I. A. <input checked="" type="checkbox"/> REAL <input checked="" type="checkbox"/>		
15. SEX <input checked="" type="checkbox"/>	16. RACE	17. APPROPRIATION S. & E., FBI FROM: TO: <b>SAME</b>	18. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) <b>yes</b>	19. DATE OF OATH (ACCESSIONS ONLY)
		20. LEGAL RESIDENCE <b>Mo. Dr.</b>		
REMARKS  <p align="center">21 JAN 4 1951 <i>W/ May</i></p> <p>Corrects notification #3856 to indicate promotion as temporary in accordance with Public Law #843, approved 9-27-50.</p> <p>The provisions of the Veterans' Preference Act of 1944 and/or the Selective Service Extension Act of 1950 have been complied with.</p>				
SIGNATURE OR OTHER AUTHENTICATION <i>FE</i>				

8. FILE

☆ U. S. GOVERNMENT PRINTING OFFICE: 1950 - 909377

D

3      10      41  
month   day   year

GS 12 , \$7200

(1) Denver (2) Portland  
(3) Seattle

**INSPECTOR BELMONT:**

Mr. Moore is presently assigned as Relief Supervisor in the Internal Security Section, Security Investigative Division. He has been assigned to the Internal Security Section since August 18, 1947. He is the Number Two Man in the Internal Security Section and has acted as Chief of the Section in the absence of the Number One Man and the Chief. During the times he has acted in this capacity he has definitely demonstrated that he possesses both administrative and executive ability. He has the respect of the Supervisors in the Section and has experienced no difficulty in issuing assignments and making decisions regarding the various matters supervised in the Section. He presents an excellent personal appearance, has a clear understanding of Bureau policy and because of his outstanding ability has been named as Relief Supervisor and Number Two Man in the Section. He is available for assignment anywhere and his prospects for development as an SAC on a long-range basis are excellent. He is entitled to the adjective rating of EXCELLENT.

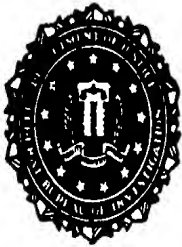
**INSPECTOR HARBO:**

This man devotes most of his time to reading outgoing mail prepared in the Internal Security Section and to relieve for the #1 man of the section when necessary. He makes an excellent appearance and has a favorable personality. He appears to be mature and to possess good judgment. He impressed me as above average as a Seat of Government supervisor and I believe he could function adequately as an ASAC in a small office. The stenographers rated this Agent excellent in dictation ability.

25

67 - NOT RECORDED

INSPECTION REPORT - SECURITY-INVESTIGATIVE DIVISION  
INTERNAL SECURITY  
INSPECTOR R.T. HARBO  
11-6-50



United States Department of Justice  
Federal Bureau of Investigation  
Washington, D. C.



Director  
Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of \$10, payable to the Chief Clerk of the FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Chief Clerk of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

Name D. JEAN MOORE Relationship WIFE Date 2-19-51

Address 6020-23<sup>RD</sup> ST. NORTH, FARRINGTON, VA.

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in line of duty.

Name SAME AS ABOVE Relationship \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_

Very truly yours,

Donald E. Moore  
Special Agent

ack  
MAR 1 1951  
JW

3 MB

March 10, 1951

Mr. Donald E. Moore  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Moore:

It is indeed a pleasure for me to have this opportunity to extend to you my hearty congratulations and present to you the enclosed Ten-Year Service Award Key on the occasion of your Tenth Anniversary with the Bureau today.

Anniversary is present opportunities for pleasant consideration of our advancement in past years. The respect which the Bureau now enjoys is attributable to the conscientious efforts and much hard work of employees such as you. In joining the forces of the Bureau you engaged in a career of humble public service of which you may well be proud. Your record of accomplishment during the past ten years is ample evidence of your sincerity, enthusiasm, and loyalty, and I am deeply appreciative.

I hope that the Bureau will have the benefit of your ability and experience for many years to come.

With best wishes,

Sincerely,

Enclosure

cc: Mr. Belmont  
Voucher Section  
NRJ:mck

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

RECEIVED  
U. S. DEPT. OF JUSTICE  
MAR 11 12 06 PM '51  
DIRECTOR

RECEIVED  
FBI  
MAR 17 11 27 AM '51

*Letter sent 4/1/51*



# FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

## REPORT OF PERFORMANCE RATING

Name of Employee: DONALD EDGAR MOORE *1024 640*

Where Assigned: Security Investigative Internal Security  
(Division) (Section, Unit)

Payroll Title: Special Agent, GS-13

Rating Period: from April 1, 1950 to March 31, 1951

ADJECTIVE RATING: SATISFACTORY  
Outstanding, Satisfactory, Unsatisfactory

Employee's  
Initials

*DMC*

Rated by: *J. J. Baumgardner* Chief of Section March 31, 1951  
Signature Title Date

Reviewed by: *C. W. Belmont* Inspector March 31, 1951  
Signature Title Date

Rating approved by: *C. R. Glavin* Assistant Director,  
Federal Bureau of Investigation APR 20 1951  
Signature Title Date

**15 MAY 29 1951**

### TYPE OF REPORT

(X) Official  
(X) Annual

( ) Administrative  
( ) 60-day  
( ) Transfer  
( ) Separation from service  
( ) Special

*191801 104*  
*117*  
*APR 24 1951*  
*104*

NARRATIVE COMMENTS

REC'D  
PERSONNEL UNIT

Note: The regulations require that OUTSTANDING ratings be supported by a statement in writing setting forth IN DETAIL the performance IN EVERY ASPECT and the REASONS for considering each worthy of SPECIAL COMMENDATION. UNSATISFACTORY ratings must be supported by a statement in writing stating (1) WHEREIN the performance is unsatisfactory, (2) the facts of the (90 day) PRIOR WARNING, and (3) the efforts made AFTER THE WARNING TO HELP the employee bring his performance up to a satisfactory level.

FBI  
U.S. DEPT. OF JUSTICE

# PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee Donald Edgar Moore Title Special Agent  
Rating Period: from 4-1-50 to 3-31-51

## RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared. Rate items as follows:

- + Outstanding (exceeding excellent and deserving special commendation).  
✓ Satisfactory (ranging from good to excellent but not sufficient to rate outstanding).  
- Unsatisfactory.  
0 No opportunity to appraise performance during rating period.

Guide for determining adjective rating:

An 'Outstanding' rating cannot be justified unless all elements rated are 'plus', and in addition, of course, supporting comments must comply with the requirements as set out below.

So far as 'Satisfactory' and 'Unsatisfactory' ratings are concerned, it is impossible to provide a mechanical formula for computing the various 'plus', 'check', and 'minus' marks because such would presume equal weight for all elements rated. Good judgment must be exercised to insure that the adjective rating is reasonable in the light of the elements rated. All minus marks must be supported by narrative detail, and of course, all 'Unsatisfactory' ratings must comply with the requirements as set out below.

- |  |  |
|--|--|
| <u>+</u> (1) Personal appearance.  | <u>✓</u> (17) Firearms ability.  |
| <u>+</u> (2) Personality and effectiveness of his personal contacts.   | <u>0</u> (18) Development of informants and sources of information.  |
| <u>+</u> (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load).   | <u>+</u> (19) Reporting ability:<br><u>0</u> (a) Investigative reports<br><u>0</u> (b) Summary reports<br><u>+</u> (c) Memos, letters, wires<br>(Consider: <u>+</u> conciseness; <u>+</u> clarity; <u>+</u> organization;<br><u>+</u> thoroughness; <u>+</u> accuracy; <u>0</u> adequacy and pertinency of leads; <u>+</u> administrative detail)  |
| <u>+</u> (4) Physical fitness (including health, energy, stamina).   | <u>0</u> (20) Performance as a witness.  |
| <u>+</u> (5) Resourcefulness and ingenuity.  | <u>+</u> (21) Executive ability:<br><u>+</u> (a) Leadership<br><u>+</u> (b) Ability to handle personnel<br><u>+</u> (c) Planning<br><u>+</u> (d) Making decisions<br><u>+</u> (e) Assignment of work<br><u>+</u> (f) Training subordinates<br><u>+</u> (g) Devising procedures<br><u>+</u> (h) Emotional stability<br><u>+</u> (i) Promoting high morale<br><u>+</u> (j) Getting results |
| <u>+</u> (6) Forcefulness and aggressiveness as required.  | <u>0</u> (22) Ability on raids and dangerous assignments:<br><u>+</u> (a) As leader<br><u>+</u> (b) As participant   |
| <u>+</u> (7) Judgment, including common sense, ability to arrive at proper conclusions; ability to define objectives.  | <u>+</u> (23) Organizational interest, such as making of suggestions for improvement.  |
| <u>+</u> (8) Initiative and the taking of appropriate action on own responsibility.  | <u>+</u> (24) Ability to work under pressure.  |
| <u>+</u> (9) Planning ability and its application to the work.   | <u>+</u> (25) Miscellaneous. Specify and rate:<br><u>+</u> Capable of additional responsibility.   |
| <u>+</u> (10) Accuracy and attention to pertinent detail.  |  |
| <u>+</u> (11) Industry, including energetic consistent application to duties.  |  |
| <u>+</u> (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control.  |  |
| <u>+</u> (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and 'knowhow' of application.   |  |
| <u>✓</u> (14) Technical or mechanical skills.  |  |
| <u>0</u> (15) Investigative ability and results:<br><u>+</u> (a) Internal security cases<br><u>+</u> (b) Criminal or general investigative cases<br><u>+</u> (c) Fugitive cases<br><u>+</u> (d) Applicant cases<br><u>+</u> (e) Accounting cases |  |
| <u>0</u> (16) Physical surveillance ability.   |  |

- A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as resident Agent, supervisor, instructor, etc.): Supervisor of general security matters and assisting in general administration of Internal Security Section
- B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker): Desk man - administrator
- C. (1) Is employee available for general assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)  
(2) Is employee available for special assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)
- D. Has employee had any abnormal sick leave record during rating period? No (If so, explain in narrative comments.)

ADJECTIVE RATING: SATISFACTORY  
Outstanding, Satisfactory, Unsatisfactory

DONALD EDGAR MOORE

Mr. Moore has been a Supervisor in the Internal Security Section, Security Investigative Division, since August 18, 1947.

Mr. Moore is a tall, rangy type individual who makes an excellent personal appearance, dresses neatly, has an excellent personality and the unusual ability to get along well with people. During this rating period he has worked exclusively in assisting in the administration of the Internal Security Section and is regarded as the Number Two Man of the Section. In connection with his duties he assists in the approval of outgoing correspondence, handling policy matters, assignment of personnel and rendering decisions to Supervisors on matters of policy. He has performed his duties in a most commendable fashion. Mr. Moore has an outstanding knowledge of Bureau policy and procedure, has excellent judgment and leaves little to be desired as a Supervisor and administrator. He willingly accepts and discharges responsibility, is adept at handling personnel and is a tireless worker. He voluntarily performs long hours of overtime service. On frequent occasions he acts in the capacity of Number One Man in the Section and on a number of instances has acted as Chief of the Section in the absence of both the Chief and the Number One Man. He is definitely ASAC material at this time and his potentialities as a future SAC are regarded as excellent.

Mr. Moore is regarded as an excellent dictator by the stenographers, is in excellent physical condition and is available for general or special assignment wherever his services might be needed. He easily attains the adjective rating of SATISFACTORY in the upper limits in Grade GS-13 at this time.

DSM

COPY:ec

DATE: April 26, 1951

TO : THE DIRECTOR

FROM : D. M. LADD

DONALD E. MOORE

SUBJECT: SPECIAL AGENT PERSONNEL - ADVANCEMENT

Reference is made to SAC Letter #29, Series 1951, dated March 27, 1951, subsection C, entitled "Special Agent Personnel - Advancement." In accordance with the instructions contained therein, the following comments are submitted regarding personnel assigned to the Security Investigative Division for consideration on a long-range basis for development as administrators and executives in the Bureau.

While it is understood that all supervisory personnel assigned to this Division are being considered for development on a long-range basis, at this time comments are being made only on those individuals whose work reflects that they are definitely above average as material for advancement along the lines indicated in referenced SAC Letter.

I am not submitting comments on Inspector Leo Laughlin or the various Section Chiefs, namely, Messrs. Carl Hennrich, Victor Keay, Fred Baumgardner, and Charles Stanley, inasmuch as their continued assignment in their present positions definitely reflects that they are highly capable and merit consideration for any advancement or change of assignment for which the Bureau may desire to consider them.

Also, I will not comment on the Number One Men in the four sections of this Division, namely, Joseph L. Schmit, Internal Security Section, William A. Branigan, Espionage Section, Earl E. Riley, Loyalty Section, and John S. Ammarell, Correlation-Liaison Section. At the present time these men occupy a position equivalent to that of an Assistant Special Agent in Charge and each of them merits consideration for further advancement.

The following are listed in accordance with the instructions set out in referenced SAC Letter and are available for general or special assignment wherever the Bureau may desire to utilize their services:

George H. Scatterday

Mr. Scatterday is presently assigned to the Communist Front Desk in the Internal Security Section. He also assists in handling

AHB:tlc

#### MEMORANDUM FOR THE DIRECTOR

mail in the office of the Assistant to the Director. He has all the necessary qualifications to operate in an administrative position. Mr. Scatterday makes an excellent appearance, dresses well, and has a friendly disposition. He is one of the best Supervisors in the Internal Security Section. He has a well-rounded knowledge of Bureau policy, is a tireless worker, prepares excellent memoranda, has the ability to handle personnel, and exercises good judgment at all times. Mr. Scatterday has had extensive investigative and supervisory experience. He is capable of handling additional responsibility and is definitely SAC material on a long-term basis.

#### Gerald E. Gotschall

Mr. Gotschall is a very intelligent, capable Agent who has demonstrated an unusual capacity for analysis work and for handling complicated problems. He has executive ability and is one of the top prospects in the Correlation-Liaison Section for development. Mr. Gotschall can be considered SAC material on a long-range basis.

#### Robert J. Lamphere

Mr. Lamphere has been assigned in the Security Division since September 1, 1947. He has done an outstanding job in the supervision of the complex espionage investigations assigned to him. He has a practical approach and the ability to organize and supervise his work using sound judgment. Mr. Lamphere presents a very good personal appearance, is highly intelligent and is an excellent conversationalist. He has the ability to make contacts among all types of people. Mr. Lamphere has the capability for future development as a Special Agent in Charge.

#### Donald E. Moore

Mr. Moore is considered Number Two Man in the Internal Security Section and presently assists in the administration of the Section. As such, he handles policy matters, issues instructions to Supervisors, makes decisions and frequently has acted in the capacity of Section Chief in the absence of both the Section Chief and Number One Man. Mr. Moore is a tall, well built individual, has an excellent personal appearance, meets people well, and has the ability to handle personnel. He has the necessary qualifications of a Bureau administrator, either at the Seat of Government or in the field. He has had extensive field experience, is a good contact man and has an excellent attitude. His general over-all ability as a Supervisor is outstanding. Mr. Moore is definitely potential SAC material.



MEMORANDUM FOR THE DIRECTOR

Charles M. Noone

Mr. Noone is presently assigned as Supervisor in Charge of the Correlation Unit. He has considerable executive ability and has had experience as a Supervisor in the New York Office. He is serious, makes an excellent appearance, and is a good administrator. Mr. Noone should be considered on a long-range basis for development as an ASAC and SAC.

Sterling B. Donahoe

Mr. Donahoe entered on duty with the Bureau on January 6, 1941. He has been in the Security Division since June 20, 1949. He is one of the outstanding Agents in the Security Division. He has far better than average ability and has the necessary desire for advancement. He has demonstrated in his assignments that he has outstanding executive ability. Mr. Donahoe is intelligent, presents an excellent personal appearance, can make contacts with all types of individuals, and is adaptable to all situations. Based on his performance, he definitely has the capability for immediately handling the duties of an ASAC, and with further development the functions of an SAC.

Hugh J. Pharies

Mr. Pharies is an experienced, well-rounded Bureau employee. He makes a rugged, excellent personal appearance, and has an excellent personality. He has been assigned to the Loyalty Section, Security Division, since April 30, 1948, and has handled all phases of the Loyalty Program. He would be particularly adept in the cultivation of proper relationship with police or business officials. He has considerable poise and self-confidence and has clearly demonstrated that he has administrative ability. Prior to his assignment to the Loyalty Section, Mr. Pharies had considerable field experience, both as an investigator and as a supervisor. He is an intelligent, capable Bureau supervisor, and is thoroughly capable of handling additional responsibilities. Mr. Pharies would have no difficulty whatsoever in handling the duties of an ASAC at this time and is good material for development on a long-range basis as an SAC.

Elbert T. Turner

Mr. Turner has been assigned to the Security Division since March 29, 1946. He is above average in personal appearance and intelligence. Throughout his Bureau service he has demonstrated the ability to use sound judgment. He can also make contacts among all

MEMORANDUM FOR THE DIRECTOR

types of persons and is adaptable to all situations. In his current assignment, Mr. Turner has demonstrated outstanding administrative ability and I feel that he is perfectly capable of discharging the duties of an ASAC at the present time and has capability for further development as an SAC.

Calvin B. Howard

Mr. Howard is presently assigned to the Internal Security Section, supervising work on the Communist Front Desk. He has also assisted in approving correspondence in the office of the Number One Man of the Section. He presents an excellent personal appearance, is intelligent, knows Bureau policy, exercises good judgment, and has an enthusiastic approach to his work. He is well liked by his fellow employees, is a good contact man, and has all the necessary qualifications to act in the capacity of ASAC. Mr. Howard is definitely potential SAC material.

Cornelius A. Moynihan

Mr. Moynihan unquestionably has executive and administrative ability. He has served as Night Supervisor of the Security Division and is doing his job well. He has had experience in the New York Office as a supervisor. Mr. Moynihan is potential SAC material.

O. Eugene Coleman

Mr. Coleman has been assigned to the Loyalty Section since April 3, 1948. He presents a very businesslike appearance, has a most likable personality, and is a serious, loyal Bureau employee. He has an excellent grasp of Bureau policies and has definitely been an excellent supervisor throughout his assignment in the Loyalty Section. Through Coleman's excellent knowledge of the Loyalty Program, he has been able to assist in all phases of this work. It is noted that prior to Coleman's assignment to the Loyalty Section he had considerable experience in the investigative field, as well as supervisory experience in the Chicago and Savannah Divisions. He is a competent, logical-thinking Bureau employee who would have no difficulty in handling responsibilities of an ASAC at this time and is good material for long-range consideration for development as an SAC.

W. Raymond Wannall, Jr.

Mr. Wannall entered on duty on July 27, 1942, and has been assigned to the Security Division since July 24, 1947. He is a considerably above-average Bureau supervisor. His personal appearance

MEMORANDUM FOR THE DIRECTOR

is excellent and his personality commendable. From my observations he is the type of individual who can make contacts among all types of persons and is adaptable to all situations. Mr. Wannall's work is definitely superior and I consider him to have the capabilities for immediate advancement as an ASAC and with development as an SAC.

James F. Bland

Mr. Bland is performing supervisory duties on the Communist Front Desk in the Internal Security Section. He has had a wide variety of field experience, both as an investigator and supervisor. He has a good knowledge of security work, prepares clear, concise and accurate memoranda, exercises good judgment, and has indicated that he definitely has administrative ability. He makes an excellent appearance, meets people well, and is well liked by his fellow employees. Mr. Bland voluntarily performs long overtime duty and definitely has potentialities for development as SAC material.

Leo C. Nulty

Mr. Nulty makes an excellent personal appearance. He is friendly, sincere and obviously intelligent and has demonstrated good judgment in handling his assignments. From my observations of him, I know that he has the ability to make contacts among all types of persons and is adaptable to all situations. In addition, Mr. Nulty served for a number of years, as ASAC in the Salt Lake City Division, by reason of which he has valuable experience. By reason of his performance, he has demonstrated that he has the capability for additional responsibility as ASAC or SAC.

Smith Blair, Jr.

Mr. Blair is a very capable supervisor. He has a facility for handling complicated memoranda. He has an outstanding background of knowledge of internal security problems and in fact was a supervisor on these matters in the Baltimore Division. He has a facility for organizing memoranda, for handling squads working on large projects, and for preparing memoranda. Mr. Blair has executive ability and can be considered on a long-range basis as SAC material.

Robert H. Egan

Mr. Egan has been assigned to the Loyalty Section as a supervisor since March 26, 1948. He has done an outstanding job. He presents a very businesslike appearance, has a serious approach to his work and is one of the most thorough supervisors in the Loyalty

#### MEMORANDUM FOR THE DIRECTOR

Section. He is considerably above average in his ability to supervise loyalty cases. He has an excellent background in both investigative and supervisory work, having served as a field supervisor in the Los Angeles Office prior to assignment to the Seat of Government. Mr. Egan is a solid, well-rounded, conscientious Bureau employee and could operate very successfully as an ASAC. He is excellent material for development on a long-range basis as an SAC.

#### Paul L. Cox

Mr. Cox is currently assigned to the Security Index Unit, Internal Security Section, where he is handling policy matters in connection with the Detcom Program. He has had supervisory experience, both in the field and at the Seat of Government. Mr. Cox makes an excellent, mature personal appearance, has the ability to make contacts among all types of people, and has indicated an ability to handle personnel. He performs an unusually high amount of overtime duty without regard to his personal convenience. He has an excellent knowledge of over-all Bureau policy and is definitely interested in advancing himself in the Bureau's work. Mr. Cox is ASAC material at this time and has all the potentialities for development as an SAC.

#### Arthur J. Marchessault

Mr. Marchessault has been assigned to the Security Division since April 3, 1949. He has an excellent personal appearance and an engaging cooperative personality. He is very intelligent and in the discharge of his responsibilities in this Division has shown excellent judgment. He had valuable experience as ASAC in the Detroit Office and is ambitious to advance in the Bureau's service. He definitely has the ability to make contacts among all types of persons, is enthusiastic and promotes high morale. Because of his past outstanding performance and his present capabilities, Mr. Marchessault should be regarded for future development as an SAC.

#### Meffert W. Kuhrtz

Mr. Kuhrtz presently represents the Bureau in committee work, that is, coordinating committees involving other Government agencies. He is a sound, conscientious Agent. He has had training as a supervisor in the New York Office. His judgment is good and I think he is capable of handling the more complicated problems of the Bureau. Mr. Kuhrtz is ASAC material and has the potential for future development as an SAC.

MEMORANDUM FOR THE DIRECTOR

Wayne W. Klemp

Mr. Klemp is an experienced Bureau Agent who has had extensive field and supervisory experience. He is currently performing supervisory duties in the Special Memoranda Unit of the Internal Security Section. He is a tall individual, makes an excellent personal appearance, has the ability to get along with people, and is a good contact man. Mr. Klemp exercises excellent judgment, knows Bureau policy, and has performed his supervisory duties in an outstanding manner. He has the ability to get to the bottom of a problem with a minimum effort, makes excellent decisions and is a well-rounded Bureau Supervisor. Mr. Klemp possesses the necessary qualifications for development as an SAC on a long-range basis.

Edward S. Sanders

Mr. Sanders is the Secretary of the Interdepartmental Intelligence Conference and a liaison representative. He has been commended by the other members of the IIC for his excellent work as Secretary. He does excellent contact work and has acquired a good knowledge of Bureau policy. Mr. Sanders is ASAC material and has potentialities for development as an SAC on a long-range basis.

Warren L. Walsh

Mr. Walsh has been assigned to the Loyalty Section of the Security Division as a supervisor since February 25, 1948. He has been an excellent supervisor in all respects. He presents a very favorable personal appearance, is a most conscientious, hard working employee and has been outstanding in the supervision of his cases. Mr. Walsh is extremely thorough and his instructions to the field are clear and succinct. It has been particularly noted that Walsh has the ability to make his own decisions and carry out his responsibilities on his own initiative. Prior to assignment to the Loyalty Section, he had considerable field experience and is thoroughly conversant with various policies and phases of the Bureau's work. Mr. Walsh is a thorough, conscientious Bureau employee who has administrative and supervisory ability. It is felt he merits consideration on a long-range basis for development as an ASAC or SAC.

Samuel George Riley

Mr. Riley began his Bureau career on June 17, 1940. He became a Special Agent on February 23, 1942, and has been assigned

MEMORANDUM FOR THE DIRECTOR

to the Security Division since June 12, 1949. He consistently does an excellent job, handles an above average volume of work, and has the capability for handling any type of assignment. Mr. Riley presents an excellent personal appearance and has a dynamic driving personality. He has exhibited executive ability and based on his performance, I would recommend Mr. Riley for immediate consideration as an ASAC, and with further development, as an SAC.

Charles T. Brown, Jr.

Mr. Brown has been a supervisor in the Loyalty Section since March 23, 1948. He presents an excellent personal appearance and has an excellent personality. He is a mature, clear thinking and sound Bureau employee who has had considerable experience in the investigative field prior to assignment to the Seat of Government. Mr. Brown is emotionally stable and clearly exhibits poise and confidence. He has demonstrated that he is able to make his own decisions and have them carried out. He operates generally with very little supervision. Mr. Brown would be excellent in his contacts with police or business officials. It is believed he should be considered for development on a long-range basis as an ASAC or SAC.

S. Drake Ellis

Mr. Ellis is a very personable Agent who makes an unusually favorable impression outside the Bureau. He is presently doing liaison work and has previously had experience on several supervisory desks in the Bureau. His knowledge of Bureau policy and procedures is excellent and I think he is an excellent prospect for development on a long-range basis as an ASAC or SAC.

Herman O. Bly

Mr. Bly is presently a supervisor on the Communist Party, USA Desk in the Internal Security Section. He has an outstanding knowledge of the operations of the Communist Party; has been responsible in the past for handling policy matters involving not only the Party, but the Internal Security Act of 1950. He is an exceptionally hard worker, has initiative, aggressiveness, and is an above average organizer. Mr. Bly has an excellent personal appearance, a good personality and the ability to make friends and contacts. He could serve successfully in any Bureau office and is definitely capable of performing as an ASAC at this time. He possesses the necessary qualifications for development as a future SAC.

## MEMORANDUM FOR THE DIRECTOR

### Earl F. Lane

Mr. Lane is performing supervisory duties on the Sabotage Desk, Internal Security Section. In this connection, he handles sabotage matters, labor infiltration cases, as well as violations of LMRA and the Federal Train Wreck Statute. He makes an excellent personal appearance, has tact, can handle personnel, and is an alert, intelligent Bureau supervisor. He is desirous of advancing himself in the Bureau's work and has an above average capacity to handle a heavy volume of cases. Mr. Lane has rapidly developed in the Bureau's service, knows how to meet people well, is a good contact man, and a tireless worker. Mr. Lane could successfully act as an ASAC at this time and his potentialities for development as a future SAC are excellent.

### Douglas M. Brown

Mr. Brown has been working in the Special Memoranda Unit, Correlation-Liaison Section, since June 10, 1949, and has acquired an excellent knowledge of the general work of the Bureau. He is unusually good at inspiring confidence in new supervisors and clerical employees. He goes about his work in a calm, methodical manner and has demonstrated executive ability. He will be utilized in starting the new Correlation Unit due to his ability to handle clerical personnel. Mr. Brown has potentialities for development as an ASAC and SAC on a long-range basis.

### John Andrew Reilly

Mr. Reilly has been a supervisor in the Loyalty Section since February 21, 1948. He presents a very good personal appearance, has a very pleasant personality, and is serious and business-like in his work. He has an excellent knowledge of the Bureau's policies and procedures and has been a most competent supervisor. Prior to his assignment to the Loyalty Section, Reilly had considerable experience in Communist matters which has materially assisted him in his work in the Loyalty Section. Due to Reilly's knowledge of the work in the Loyalty Section, he has been used in connection with the outgoing signature mail and on occasions has acted as Relief Man for the Number One Man in the Loyalty Section. Reilly is a conscientious and competent Bureau supervisor and should be considered on a long-range basis for possible material as an ASAC or SAC.



MEMORANDUM FOR THE DIRECTOR

Elmer F. Emrich

Mr. Emrich has been a Bureau Agent since September 24, 1934. He has been assigned to the Security Division since May, 1950. This Agent is easily an above average Bureau supervisor. His attitude is outstanding and he has sufficient background and ability to get results. He has demonstrated that he can make contacts among all types of persons and he is adaptable to varying situations. In my opinion he should be considered for development as an ASAC.

Arthur F. Baier

Mr. Baier is presently assigned to the Internal Security Section where he is performing supervisory duties on the Communist Infiltration of Labor Desk. He makes an excellent personal appearance, has a businesslike, mature approach to Bureau problems and exercises unusually good judgment at all times. He has the necessary initiative, aggressiveness and calmness to operate in an administrative post. At this time, it is believed that Mr. Baier could successfully act as ASAC in one of the Bureau's smaller offices and should be considered on a long-range basis as a potential SAC.

George E. Irwin

Mr. Irwin is presently a Relief Supervisor in the Internal Security Section. He is also assisting in the reading and approving of correspondence for the Section and in this connection assists in administration. He has a well-founded knowledge of Bureau policy and procedure and has had considerable field experience in a supervisory capacity. He makes a fine personal appearance, has a good personality, and dresses in excellent taste. Mr. Irwin is above average in intelligence, exercises good judgment, and is capable of handling personnel. He is a hard worker and has demonstrated that he possesses administrative ability. He possesses the necessary qualifications for development as an SAC on a long-range basis.

Marion E. Torrens

Mr. Torrens is assigned to the Security Index Unit, Internal Security Section. He is an experienced Bureau supervisor, has had a wide variety of field experience, is a good contact man, and definitely possesses administrative ability. He possesses the necessary initiative and aggressiveness to act in an administrative capacity, has the ability to reach proper decisions, and carefully analyzes the problems which he handles. He could successfully operate as an ASAC and has potentialities for future development as an SAC.

MEMORANDUM FOR THE DIRECTOR

S. Wesley Reynolds

Mr. Reynolds' outstanding characteristic is his facility for contact work and his broad knowledge of Bureau policies and procedures. He can represent the Bureau in excellent fashion at the highest levels in other agencies or in private industry. He would be an asset to any office. Mr. Reynolds is ASAC and SAC material on a long-range basis.

Cartha D. DeLoach

Mr. DeLoach has demonstrated a capacity for contact work and for sound thinking. He is ambitious, shows a very considerable amount of initiative and a general interest in the Bureau's activities. He has an excellent knowledge of Bureau policy. Mr. DeLoach should be considered on a long-range basis as ASAC material with possibilities for development as an SAC.

Ralph R. Roach

Mr. Roach is a seasoned Bureau Agent and liaison man. His strongest asset is his personable appearance and his facility for handling high-placed contacts. Mr. Roach is ASAC and SAC material on a long-range basis.

Lewis G. Davis

Mr. Davis is an experienced Bureau Supervisor who is presently performing supervisory duties in the Security Index Unit, Internal Security Section. Agent Davis is a methodical individual who carefully scrutinizes all correspondence crossing his desk. He has the capacity for handling a tremendous volume of mail and requires minimum supervision. He is a well built individual, who makes an excellent personal appearance, has a friendly disposition and could successfully operate in an administrative capacity. Mr. Davis has the necessary qualifications for future development as an SAC.

Carroll Doyle

Mr. Doyle is currently assigned to the Internal Security Section. He has had considerable experience in the Special Memoranda Unit and is presently handling matters involving the Plant Informant and American Legion Contact Programs. He has a broad knowledge of Bureau policy, is intelligent, and is regarded as one of the better Supervisors in the Section. He makes a good, substantial appearance,

MEMORANDUM FOR THE DIRECTOR

and is alert and forceful in manner. Mr. Doyle approaches his work with enthusiasm, is a tireless worker, and is a clear, logical thinker. He has had considerable experience in police contact work and has also assisted in inspections. It is believed he could successfully operate as ASAC in a small Bureau office at the present time and his potentialities for development as an SAC are good.

Francis X. Plant

Mr. Plant began his Bureau career on November 7, 1935. He became a Special Agent on January 26, 1942. While this Agent is comparatively new in the Security Division, he has generally demonstrated outstanding work. He makes an excellent personal appearance, is obviously intelligent, and has a most cooperative personality. He knows Bureau policies and procedures and uses sound judgment in handling his assignments. Unquestionably, based on his past performance, Mr. Plant has the ability to make contacts among all types of persons and is adaptable to all situations. He has administrative and executive ability. It is my opinion that he has the capability for consideration for development as an ASAC and eventually an SAC.

William Arthur Stigler

Mr. Stigler has been assigned to the Security Division since February 18, 1948. He makes an excellent personal appearance, is obviously intelligent, and in the discharge of his responsibilities has demonstrated sound practical judgment. He has a very favorable personality, being mature and of a serious temperament. Unquestionably, he has the ability, as demonstrated by his past performance, to make contacts among all types of persons. Mr. Stigler is adaptable to varying situations, and based on his past performance, I believe he has the capability for immediate consideration as an ASAC.

James R. Malley

Mr. Malley has been a Supervisor in the Internal Security Section since October 2, 1950. He is presently assisting in the handling of policy matters in connection with the Detcom Program. Agent Malley is an experienced Bureau employee, has a mature, business-like appearance, exercises excellent judgment and is a hard working Agent. He has a unique ability to get along with people. For a number of years, Agent Malley was Supervisor of the Communist Squad in the New York Office. He has had a wide variety of field experience, including assisting in a supervisory capacity in the Kansas City Office.

MEMORANDUM FOR THE DIRECTOR

I feel that Mr. Malley is capable of performing duties as an ASAC at this time and is definitely SAC material. He is capable of handling the most complicated investigative matters.

Frederick C. Zinck

Mr. Zinck is presently performing supervisory duties in the Security Index Unit, Internal Security Section. He has an excellent knowledge of Bureau policy and presently requires minimum supervision and has the capacity for handling a tremendous volume of work. He makes a nice appearance, has a friendly disposition and possesses all of the necessary qualifications as a Bureau administrator. He is alert to protect the Bureau's interests at all times and in view of his wide experience as an investigator and supervisor could successfully operate as an ASAC at this time. Mr. Zinck possesses the necessary qualifications for future development as an SAC.

\* \* \* \* \*

In addition to those listed above, there are a number of other supervisors in the Security Division who have recently been transferred to the Seat of Government and whose work I desire to observe further. Undoubtedly, some of these men will be qualified for advancement in the Bureau's service. In the event they merit consideration for further advancement, I will list them at a future date.

September 8, 1951

PERSONAL AND CONFIDENTIAL

Mr. Donald E. Moore  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Moore:

The Bureau is in receipt of the report of the physical examination afforded you at the United States Naval Hospital, Bethesda, Maryland, on June 7, 1951.

*1/19/52*  
This report reflects that you have defective vision of 20/30 in the right eye and 20/70 in the left eye, with corrected acuity of 20/20 in both eyes. It is noted that you were afforded an eye consultation in this connection, a copy of which is enclosed. The examiner recommended that you wear your correcting lenses constantly and return in one month for further evaluation.

For your further information the 14 x 17 chest x-ray afforded you was found to be normal.

The Board of Examining Physicians reports that you are capable of strenuous physical exertion and have no physical defects that would interfere with your participation in raids or other work involving the practical use of firearms.

Sincerely yours,

John Edgar Hoover  
Director

32 SEP 15 1951

Enclosure

CC-Domestic Intelligence

( P & C )

HLE:mfc

SEP 8 - 1951

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Alden \_\_\_\_\_  
Belmont \_\_\_\_\_  
Laughlin \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

RECORD OF PHYSICAL EXAMINATION OF OFFICERS AND SPECIAL AGENTS  
FEDERAL BUREAU OF INVESTIGATION, U. S. DEPARTMENT OF JUSTICE

CC-270  
(1-1-50)

NAME MOORE, Donald E. AGE 32 YEARS, 11 MONTHS  
NATIVITY (state, of birth) Kansas MARRIED, SINGLE, WIDOWED: married NUMBER OF CHILDREN 1  
FAMILY HISTORY Father died - heart ailment

HISTORY OF ILLNESS OR INJURY Usual childhood diseases.  
Broken pelvis bone - 1935.

HEAD AND FACE neg.

EYES: PUPILS (size, shape, reaction to light and distance, etc.) neg.

DISTANT VISION RT. 20/40, corrected to 20/30

LT. 20/40, corrected to 20/30

COLOR PERCEPTION Normal AOC 1940

(state edition of Stilling's plates or Lamps used)

DISEASE OR ANATOMICAL DEFECTS neg.

EARS: HEARING RT. WHISPERED VOICE 15/15'

CONVERSATIONAL SPEECH 15/15'

LT. WHISPERED VOICE 15/15'

CONVERSATIONAL SPEECH 15/15'

DISEASE OR DEFECTS neg.

NOSE neg.

(Disease or anatomical defect, obstruction, etc. State degree)

SINUSES neg.

TONGUE, PALATE, PHARYNX, LARYNX neg.

neg.

0 SEP 11 1938

TEETH AND GUMS (disease or anatomical defect): ---

MISSING TEETH 1

NONVITAL TEETH none

PERIAPICAL DISEASE none

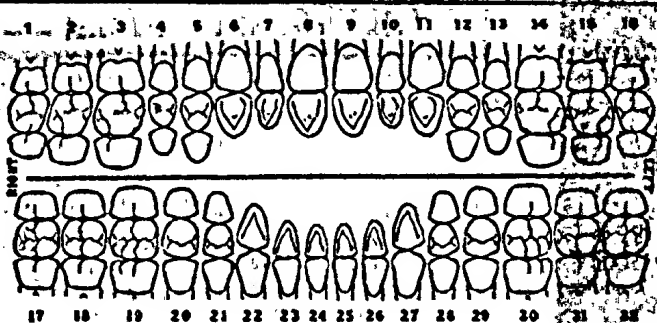
MARKED MALOCCLUSION no

PYORRHEA ALVEOLARIS none

TEETH REPLACED BY BRIDGES none

DENTURES none

REMARKS ---



J. E. Peters Lt (DC) USN

(Signature of Dental Officer)

GENERAL BUILD AND APPEARANCE Robust

TEMPERATURE 72 CHEST AT EXPIRATION 37

HEIGHT 72 CHEST AT INSPIRATION 40

WEIGHT 188 CIRCUMFERENCE OF ABDOMEN AT UMBILICUS 35

RECENT GAIN OR LOSS, AMOUNT AND CAUSE negligible

SKIN, HAIR, AND GLANDS neg. - scar post op. - over rt

NECK (abnormalities, thyroid gland, trachea, larynx) neg.

SPINE AND EXTREMITIES (bones, joints, muscles, feet) neg.

See x-ray report.

CARDIO-VASCULAR SYSTEM

HEART (note all signs of cardiac involvement) neg.

PULSE: BEFORE EXERCISE 88

AFTER EXERCISE 96

THREE-MINUTES AFTER 78

CONDITION OF ARTERIES ok

CONDITION OF VEINS ok

BLOOD PRESSURE: SYSTOLIC 128

DIASTOLIC 94

CHARACTER OF PULSE ok

HEMORRHOIDS neg.

ABDOMEN AND PELVIS (condition of wall, scars, herniae, abnormality of viscera) neg.

GENITO-URINARY SYSTEM neg.

URINALYSIS: SP. GR. 1.009 ALB. neg. SUGAR neg. MICROSCOPICAL neg.

VENEREAL DISEASE neg.

NERVOUS SYSTEM neg.

(organic or functional disorders)

ROMBERG neg.

INCOORDINATION (gait, speech) neg.

REFLEXES, SUPERFICIAL ---

DEEP (knee, ankle, elbow) ok

TREMORS neg.

SEROLOGICAL TESTS neg.

BLOOD TYPE "O" Rh /

ABNORMAL PSYCHE (neurasthenia, psychasthenia, depression, instability, worries)

neg.

SMALLPOX VACCINATION: DATE OF LAST VACCINATION

TYPHOID PROPHYLAXIS: NUMBER OF COURSES

DATE OF LAST COURSE

REMARKS ON ABNORMALITIES NOT OTHERWISE NOTED OR SUFFICIENTLY DESCRIBED ABOVE

SUMMARY OF DEFECTS Error of refraction corrected to R. 20/30; L. 20/30

CAPABLE OF PERFORMING DUTIES INVOLVING Strenuous PHYSICAL EXERTION

IS THIS INDIVIDUAL PHYSICALLY FIT TO PARTICIPATE IN RAIDS AND APPREHENSION OF CRIMINALS WHICH MIGHT ENTAIL THE PRACTICAL USE OF FIREARMS Yes (yes or no)  
(when no is given state cause)

FINDINGS, RECOMMENDATIONS AND REMARKS (as per boards, when necessary)

Ref. to Eye Cl. which redommends eye exercises and has give pt. Rx for new glasses.

Examination of chest shows normal heart and lungs.

DATE OF EXAMINATION 6/7/51

EMPLOYEE'S INITIALS

s/ R. E. Herrmann

USNH Bethesda, Md.

for C.F. Park Cdr, MC, USN



MOORE, Donald

FBI

101-1

ENT

Civ. Trt. Rm

6-18-51

Refraction.

Uncorrected acuity - 20/30 Rt.; 20/70 Lt.

Corrected acuity - 20/20 Rt by -0.50 sph -0.50 cyl axis 142

20/20 Lt by -1.00 sph -0.50 cyl. ax 52

Ocular Exam otherwise is normal except for the presence of an intermittent alternating Exotropia of varying degree.

Rx. - 1. Convergence Exercises qid for 1 month. Return for further evaluation and question of further Orthoptic Exercises.

s/James T. McGuckin 6/18/51  
Ltjg MC

8/22/51

Phoria

6 M

6 M

33 cm.

With Rx

14 XT

25 XT

with Rx

14 XT

25 XT

Convergence insufficiency with some divergence excess.

Seen with Capt. Harbert who recommended further exercises, overcoming base out prism, etc ad infinitum. Do not feel surgery is indicated. To wear correcting lenses constantly.

s/N. E. Fowler

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Tolson *W.R.G.*

DATE: 9-1-51

FROM : W. R. Glavin *W.R.G.*

SUBJECT:

Tolson	<input checked="" type="checkbox"/>
Ladd	<input checked="" type="checkbox"/>
Clegg	<input checked="" type="checkbox"/>
Glavin	<input checked="" type="checkbox"/>
Nichols	<input checked="" type="checkbox"/>
Rosen	<input checked="" type="checkbox"/>
Tracy	<input checked="" type="checkbox"/>
Harbo	<input checked="" type="checkbox"/>
Belmont	<input checked="" type="checkbox"/>
Mohr	<input type="checkbox"/>
Tele. Room	<input type="checkbox"/>
Nease	<input type="checkbox"/>
Gandy	<input type="checkbox"/>

There is attached hereto the permanent brief of the file of SA Donald E. Moore who has been recommended as Supervisor in Charge of the Correspondence Desk in the Internal Security Unit of the Domestic Intelligence Division by Messrs. Ladd and Belmont.

In addition to this Agent there is 1 additional Agent assigned to this particular desk.

Approval of the assignment is recommended.

Attachment  
WRG:cr

3 SEP 21 1951

*I agree*  
*W.R.G.*

*W.R.G.*

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

CC-5a

10-12-51

I certify that I have ~~received~~ the following Government property for official use:  
returned

*me*  
Key to Room 1248

RECEIVED

Key to Room 1503

ALPHABETICAL

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE

*5 112*  
FEB 18 1951  
*J. H. S.*

FILE

WRG

FEB

Very truly yours,

*Donald E. Moore*  
Donald E. Moore, SA

November 20, 1951

MEMORANDUM FOR MR. TOLSON

Today I saw Supervisor D. E. Moore of the Domestic Intelligence Division who is under orders of transfer to Detroit as ASAC.

I discussed with Mr. Moore generally the policies to be followed in the operation of a field office, stressing particularly the necessity for a tight and firm administration of our offices, with meticulous care to our conduct, both official and personal.

Mr. Moore makes an excellent personal appearance, seems to be enthusiastic, and I believe he will measure up to his new responsibilities.

Very truly yours,

John Edgar Hoover  
Director

JEH:mpd

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

6-8-51  
11-28-51  
W. S. M.

20 NOV 28 1951

151 J. E. H.  
11-28-51

NOV 28 2 23 PM '51 107

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON

DATE: 11/20/51

FROM : R. C. GRESHAM ✓

SUBJECT: DONALD E. MOORE  
Under transfer to Detroit as ASAC

Reference is made to your instructions on the transfer letter dated 11/15/51, designating Special Agent Moore as ASAC at Detroit to expedite his firearms training.

You are advised that Mr. Moore's proposed schedule reflects that he will receive Inspector's Aide training on Monday and Tuesday, November 26th and 27th. He will receive firearms instructions on Wednesday, Thursday and Friday, November 28th, 29th and 30th.

Unless advised to the contrary he expects to depart for Detroit on Wednesday or Thursday, December 5th or 6th. Moore pointed out to the writer that he owns a house and the above schedule will give him two weekends in which to make some arrangement for the disposition of this house. He does not expect to have the sale of his house consummated at the time of his departure but he would like to have made some definite arrangement for its sale.

RCG:cr/dw

11-20

RECORDED-101

67-191804-108	
Searched	.....
Numbered	49
3 NOV 26 1951	
FEDERAL BUREAU OF INVESTIGATION	

15 DEC 10 1951

N-M

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Alden \_\_\_\_\_  
Belmont \_\_\_\_\_  
Laughlin \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

# Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON *Vim*  
 FROM : J. P. MOHR  
 SUBJECT: PERSONNEL CHANGE

DATE: 11/15/51

Tolson ☒  
 Ladd ☒  
 Clegg ☒  
 Glavin ☒  
 Nichols ☒  
 Rosen ☒  
 Tracy ☒  
 Harbo ☒  
 Alden ☒  
 Belmont ☒  
 Mohr ☒  
 Tele. Rm. ☒  
 Nease ☒  
 Gandy ☒

A vacancy exists in the position of ASAC at Detroit in view of the designation of ASAC J. J. Casper to the position of SAC at Atlanta. Special Agent Supervisor Donald E. Moore is being recommended for this vacancy.

There is attached a permanent brief of Mr. Moore's file which reflects he entered on duty as a Special Agent on March 10, 1941 and is presently in Grade GS-13, \$8360 per annum. He is 33 years of age, married and has one child. He has a Bachelor of Arts Degree. He is a legal resident of Lincoln, Nebraska and his offices of preference are Portland, Seattle and Denver. He has previously served in the New York, Buffalo and Indianapolis Divisions prior to being designated a Supervisor in the Domestic Intelligence Division on August 17, 1947. He was formerly a Supervisor in the field while assigned to the Buffalo Division and is a qualified Bureau speaker. He has had a wealth of experience and training as a Supervisor at the Seat of Government and is thoroughly acquainted with the investigative work of the Internal Security Section of the Domestic Intelligence Division.

Mr. Moore has an excellent record in the Bureau's service and has been recommended on a number of occasions for additional advancement in the Bureau's service. I have interviewed him and he is ambitious and interested in advancing in the service. He makes an excellent personal appearance and creates an excellent impression during an interview. I feel with his background, training and experience he is ideally equipped to handle the duties of ASAC in an office the size of Detroit. He has not had Inspector's Aide training or Administrative Firearms training and he should receive this training before proceeding to the field in the event the following recommendation is approved.

## RECOMMENDATION

RECORDED-107

67-191804-109

Searched \_\_\_\_\_

It is recommended that Special Agent Supervisor Donald E. Moore be designated as ASAC of the Detroit Division with no change in grade or salary. Should this recommendation be approved, he should be afforded Inspector's Aide and Administrative Firearms training.

FEDERAL BUREAU OF INVESTIGATION

JPM:DW

I agree  
 11-15

Expedite  
 52 departure  
 0 NOV 27 1951

*Transf. to  
 Dept. for  
 Adm. Services  
 11-15-51  
 lme*

*[Signature]*

8-35  
November 15, 1951

Mr. Donald E. Moore  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Moore:

Your headquarters are being changed, public business permitting, from Washington, D. C., to Detroit, Michigan, effective upon your arrival there on or after this date.

**You are to assume the duties of Assistant Special Agent in Charge of that Office.**

This change is made for official reasons and not primarily for your convenience or benefit, or at your request. You will be allowed your necessary expenses of transportation and a per diem in lieu of subsistence of \$9.00 in connection therewith, such expenses to include the transportation of your immediate family as provided for in Public Law 600 of August 2, 1946, and Executive Order 9805, approved November 25, 1946, as amended.

You are authorized to use a privately owned automobile in connection with your transfer and you will be reimbursed at the rate of seven cents per mile not to exceed the cost of common carrier by the most direct route, plus incidental expenses in connection therewith, of all persons officially traveling in that vehicle. Should your dependents travel by privately owned automobile separate and apart from you, mileage at seven cents per mile is authorized under the same conditions as above.

The transportation of your household goods and personal effects will be paid in accordance with regulations contained in Public Law 600 of August 2, 1946, and Executive Order 9805, approved November 25, 1946, as amended.

CC-Detroit (P&G)

Mr. Belmont (P)

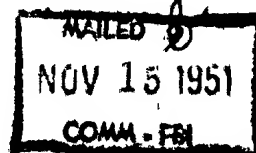
Agent Moore should be instructed to report to Room 5256, November 26 for Inspector's Aide Training for a period of two days. Arrangements should also be made for Agent Moore to receive Administrative Firearms training prior to his departure on transfer. It is desired Agent Moore receive this training as soon as possible so that his departure on transfer can be expedited. John Edgar Hoover

Director

Mr. L. B. Nichols  
Mr. H. L. Edwards  
Mrs. Wackerman

Miss G. L. Wilson

WSH:eme





## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. A. H. Belmont *AB*  
 FROM : D. E. Moore *DM*  
 SUBJECT: CECIL E. FOLTZ, JR.  
 EUROPEAN RECOVERY PROGRAM  
 Bufile 124-3010

DATE: November 7, 1951

Tolson \_\_\_\_\_  
 Ladd \_\_\_\_\_  
 Clegg \_\_\_\_\_  
 Glavin \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tracy \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Gandy \_\_\_\_\_

PURPOSE

To advise you concerning the period that the writer was in possession of Bureau file 124-3010, which was charged to the writer on October 15, 1951.

DETAILS

The writer was advised by Section Chief F. J. Baumgardner that Cecil E. Foltz, Jr., had apparently brought some sort of suit against the Government which involved furnishing information to the FBI. He advised that the suit apparently contended that to furnish false information to the Bureau was grounds for slander (or libel) and it was desired to determine if the Bureau was in full possession of facts concerning this matter.

The writer determined through an indices check that Foltz was the subject of Bureau file 124-3010 and called this file. (Records of the Filing Unit indicate it was called on October 15, 1951.) While reviewing the file it was immediately determined that the Bureau already knew about the suit and had communicated with the Department in connection with it and, further, that the Department was appealing a ruling of the Circuit Court of Appeals to the Supreme Court. This matter had been handled in its entirety by the Investigative Division.

Inasmuch as it was determined that the facts involved in the suit were known to the Bureau and the matter was being handled, the writer advised Section Chief Baumgardner and it is my recollection that I placed the file in the outgoing box for return to the Filing Unit. I have not seen the file since the day I received it, which was apparently on October 15, 1951.

ACTION

This is for your information.

DEM:kmb

85 DEC 5 1951

Attachment to [unclear]  
 11-7-51

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. NICHOLS *12/1/51*

FROM : C. L. TROTTER *6/1/51*

SUBJECT: CECIL E. FOLTZ, JR.  
EUROPEAN RECOVERY PROGRAM  
Bufile 124-3010

DATE: 11-7-51

Re: File Locate

In a memorandum dated 11-6-51 from Mr. Rosen to Mr. Ladd, Supervisor R. L. Bruggeman commented that difficulty had been experienced in obtaining the file in this matter and that the memorandum of 11-6-51 was based upon ticklers rather than upon a file review. The Director commented, "Why this delay in getting a file?"

The file in this case was originally charged out of the Records Section on 10-15-51 to Supervisor D. E. Moore of the Security Division. When the original request from Supervisor Bruggeman was received in the Records Section, an immediate check disclosed that it was so charged out. Supervisor Moore was immediately contacted by a locate clerk and he advised that he had, to the best of his recollection, disposed of the file on the day he received it by putting it in the outgoing box for return to the Records Section. Our records failed to disclose that it was actually returned to file.

Throughout the course of the remainder of the day on 11-6-51, we had at least two locate clerks at all times concentrating on this search. In addition we instituted checks to determine if the file had been misfiled. Up until 8:00 p.m. on 11-6-51 these measures failed to locate the file. At 8:00 p.m. we stopped all other locate work (our daily volume runs between 1,400 and 1,500 locates) and put out a "dragnet" operation, using all our locate clerks, throughout the whole Bureau. At 9:10 p.m. the file was located in a filing cabinet in Mr. Pennington's office, room 4722. A recheck of the charge out failed to reflect that there had been a "change of charge out" received in the Records Section. A check of the monthly recharge list of all files on the lists which are submitted by all Supervisors on the first day of each month failed to reflect that this file had been recharged on these listings.

Attached hereto are memoranda from Supervisor D. E. Moore and Inspector L. R. Pennington which they have submitted to Mr. Rosen concerning this matter. Briefly, Supervisor Moore states that he, to the best of his recollection, sent the file back the

CLT:jw  
Attachments

NOV 15 1951

11

RECEIVED

Memorandum to Mr. Nichols  
Re: Cecil E. Foltz, Jr.  
European Recovery Program  
Bufile 124-3010

11-7-51

11) same day it was charged to him, namely 10-15-51. Mr. Pennington indicates that he had the file for approximately two weeks in connection with an American Legion inquiry. He states he has no recollection of having secured the file from Supervisor Moore and judges he must have gotten it "in the regular way." As previously indicated, our records continue to show the original charge out of 10-15-51.

Messure -

Prepare another  
Set of Draft  
instruction re  
charging out  
of file

11-8  
Memo to Mr. Nichols  
at 11-13-51

Yes.  
H.

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

CC-5a

11-23-51

I certify that I have received the following Government property for official use:  
returned

MA  
Inspectors Manual #543

ALPHABETICAL

NOT RECORDED

10 NOV 29 1951

FILE

WRG

PER MB

397  
READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

Very truly yours,

Donald E. Moore  
Donald E. Moore, SA

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

CC-5a

12-3-51

I certify that I have received the following Government property for official use:  
*returned*

Commission Card #190 with case  
(ASAC)

RETURNED

ALPHABETICAL

Commission Card #1926 with case

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

59 DEC 11 1951

Very truly yours,

*Donald E. Moore*  
Donald E. Moore, SA

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

CC-5a

12-5-51

I certify that I have ~~received~~ the following Government property for official use:  
returned

R  
Supervisor's Manual #106

Key to Room 1503

AI DIA DETICAL

READ  
---

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

59 DEC 11 1951

FILE

WRG

PER

*mb*

Very truly yours,

*Donald E. Moore*

Donald E. Moore, SA

**FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE**

**REPORT OF PERFORMANCE RATING**

Name of Employee: DONALD E. MOORE

Where Assigned: Domestic Intelligence Div., Security Sec., Internal Security Unit  
(Division) (Section, Unit)

Payroll Title: Special Agent

Rating Period: from March 31, 1951 to December 5, 1951

ADJECTIVE RATING: SATISFACTORY  
Outstanding, Satisfactory, Unsatisfactory

Employee's  
Initials

DEM

Rated by: [Signature] Unit Chief 12-5-51  
Signature Title Date

Reviewed by: [Signature] Assistant Director 12-5-51  
Signature Title Date

Rating approved by: [Signature] ASSISTANT DIRECTOR DEC 10 1951  
Signature Title Date

**TYPE OF REPORT**

(x) Official  
( ) Annual

**RECORDED-17**

(x) Administrative

( ) 60-day

(x) Transfer

( ) Separation from service

( ) Special

67-191804-112

Searched .....

Numbered 64

13 DEC 7 1951

FEDERAL BUREAU OF INVESTIGATION

**15 DEC 26 1951**

# PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee Donald E. MooreTitle Special AgentRating Period: from 3-31-51 to 12-5-51

## RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared. Rate items as follows:

- + Outstanding (exceeding excellent and deserving special commendation).  
✓ Satisfactory (ranging from good to excellent but not sufficient to rate outstanding).  
- Unsatisfactory.  
0 No opportunity to appraise performance during rating period.

Guide for determining adjective rating:

An 'Outstanding' rating cannot be justified unless all elements rated are 'plus', and in addition, of course, supporting comments must comply with the requirements as set out below.

So far as 'Satisfactory' and 'Unsatisfactory' ratings are concerned, it is impossible to provide a mechanical formula for computing the various 'plus', 'check', and 'minus' marks because such would presume equal weight for all elements rated. Good judgment must be exercised to insure that the adjective rating is reasonable in the light of the elements rated. All minus marks must be supported by narrative detail, and of course, all 'Unsatisfactory' ratings must comply with the requirements as set out below.

- |   |  |
|---|--|
| <u>+</u> (1) Personal appearance.   | <u>+</u> (17) Firearms ability.  |
| <u>+</u> (2) Personality and effectiveness of his personal contacts.  | <u>+</u> (18) Development of informants and sources of information.  |
| <u>+</u> (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load).  | <u>+</u> (19) Reporting ability:   |
| <u>+</u> (4) Physical fitness (including health, energy, stamina).  | <u>0</u> (a) Investigative reports   |
| <u>+</u> (5) Resourcefulness and ingenuity.   | <u>0</u> (b) Summary reports   |
| <u>+</u> (6) Forcefulness and aggressiveness as required.   | <u>+</u> (c) Memos, letters, wires   |
| <u>+</u> (7) Judgment, including common sense, ability to arrive at proper conclusions; ability to define objectives.   | (Consider: <u>+</u> conciseness; <u>+</u> clarity; <u>+</u> organization; <u>+</u> thoroughness; <u>+</u> accuracy; <u>0</u> adequacy and pertinency of leads; <u>+</u> administrative detail) |
| <u>+</u> (8) Initiative and the taking of appropriate action on own responsibility.   | <u>0</u> (20) Performance as a witness.  |
| <u>+</u> (9) Planning ability and its application to the work.  | <u>+</u> (21) Executive ability:   |
| <u>+</u> (10) Accuracy and attention to pertinent detail.   | <u>+</u> (a) Leadership  |
| <u>+</u> (11) Industry, including energetic consistent application to duties.   | <u>+</u> (b) Ability to handle personnel   |
| <u>+</u> (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control. | <u>+</u> (c) Planning  |
| <u>+</u> (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and 'knowhow' of application.  | <u>+</u> (d) Making decisions  |
| <u>+</u> (14) Technical or mechanical skills.   | <u>+</u> (e) Assignment of work  |
| <u>0</u> (15) Investigative ability and results:  | <u>+</u> (f) Training subordinates   |
| <u>-</u> (a) Internal security cases  | <u>+</u> (g) Devising procedures   |
| <u>-</u> (b) Criminal or general investigative cases  | <u>+</u> (h) Emotional stability   |
| <u>-</u> (c) Fugitive cases   | <u>+</u> (i) Promoting high morale   |
| <u>-</u> (d) Applicant cases  | <u>+</u> (j) Getting results   |
| <u>-</u> (e) Accounting cases   | <u>0</u> (22) Ability on raids and dangerous assignments:  |
| <u>0</u> (16) Physical surveillance ability.  | <u>-</u> (a) As leader   |
|   | <u>-</u> (b) As participant  |
|   | <u>+</u> (23) Organizational interest, such as making of suggestions for improvement.  |
|   | <u>+</u> (24) Ability to work under pressure.  |
|   | <u>+</u> (25) Miscellaneous. Specify and rate:   |
|   | <u>-</u> <u>Capable of additional</u>  |
|   | <u>-</u> <u>responsibility</u>   |

A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as resident Agent, supervisor, instructor, etc.): Supervisor of general security matters and assisting in general

administration of Internal Security Unit

B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker):

Desk man - administrator

C. (1) Is employee available for general assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)  
 (2) Is employee available for special assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)

D. Has employee had any abnormal sick leave record during rating period? No (If so, explain in narrative comments.)

ADJECTIVE RATING:

**SATISFACTORY**

Outstanding, Satisfactory, Unsatisfactory



**DONALD E. MOORE**

This special efficiency report is made necessary by virtue of Mr. Moore's transfer to the Detroit Office as Assistant Special Agent in Charge.

This man has been assigned as a supervisor in the Internal Security Unit, Security Section, Domestic Intelligence Division, since August 18, 1947. During the present rating period he has served in the capacity of No. Two Man in the Internal Security Unit. In this position he has read and approved signature mail, given instructions to the supervisors concerning the various types of security cases handled in the Unit, acted as Unit Chief in the absence of the Chief, and has on occasion prepared special memoranda for the Director concerning involved subject matters. In addition, since September 9, 1951, he has been assigned as relief supervisor in Mr. Ladd's office. In this assignment he has demonstrated that he could handle a large volume of work, that he was accurate, had an excellent grasp of over-all Bureau policy and procedure, and could, through independent judgment, apply those policies and procedures properly.

During the times Mr. Moore acted in charge of the Internal Security Unit he definitely demonstrated that he possesses both administrative and executive ability. He commands the respect of the supervisors in the Unit and has experienced no difficulty in issuing assignments and making decisions regarding various problems which arise in connection with the day-to-day work in the Unit. He has excellent organizational ability and is the type of individual who can get the job done with a minimum of "fanfare."

Mr. Moore exhibits a deep interest in his work and has an unusual amount of enthusiasm. He expresses himself well and has a sufficient amount of self-confidence and aggressiveness to function properly in any assignment. I feel he is capable of handling the most involved investigative matter.

Mr. Moore presents an excellent clean-cut appearance and possesses a warm friendly personality. He is well liked by the employees in the Internal Security Unit.

Mr. Moore has performed in an excellent manner in his present assignment and I believe that on a long-range basis he is definitely potential SAC material. His chances for further advancement in the Bureau's services appear to be excellent.

In the light of his over-all excellent performance Mr. Moore easily attains the adjective rating of SATISFACTORY in the upper limits in Grade GS-13 at this time.

DMU



UNITED STATES DEPARTMENT OF JUSTICE  
FEDERAL BUREAU OF INVESTIGATION

FD-67  
(5-19-47)

In Reply, Please Refer to  
File No.

Post Office Box 2118  
Detroit 31, Michigan  
December 6, 1951

Director, FBI

Dear Sir:

NOTICE OF ARRIVAL OR DEPARTURE OF  
EMPLOYEES ON SPECIAL OR COURT ASSIGNMENTS;  
ALSO NOTICE OF ARRIVAL OR DEPARTURE OF EMPLOYEES ON TRANSFER

NAME Donald E. Moore

OFFICE OF ASSIGNMENT Detroit Division

NATURE OF ASSIGNMENT Transferred to Detroit Division  
from the Bureau.

ARRIVED 8:15 a.m., December 6, 1951.  
(Time and Date)

REPORTED FOR DUTY (necessary only for arrivals on transfer):  
8:15 a.m., December 6, 1951.

DEPARTED \_\_\_\_\_

DESTINATION \_\_\_\_\_

Following information to be furnished only when an employee  
arrives your office on transfer:

PERSON TO BE NOTIFIED IN CASE OF AN EMERGENCY:

NAME Mrs. Donald E. Moore

ADDRESS 6020 23rd Street, North,  
Arlington, Virginia

RELATIONSHIP Wife

Very truly yours,

J. A. ROBEY

SAC

JAR:rk

15 DEC 14 1951

SAC, Detroit

12/12/51

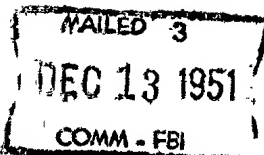
Director, FBI

DONALD E. MOORE  
SPECIAL AGENT

The above-captioned employee was trained to assist  
on inspections November 26 and 27, 1951.

EDM: EHW

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Alden \_\_\_\_\_  
Belmont \_\_\_\_\_  
Laughlin \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_



35 DEC 22 1951

RECEIVED READING ROOM  
FBI  
DEC 12 7:02 PM '51

2-70

SAC, **Detroit**

**12/14/51**

Director, FBI  
**Donald E. Moore**  
**Assistant Special Agent in Charge**

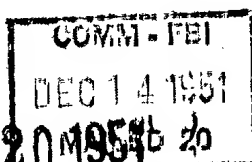
**X** The above-captioned Special Agent is now approved by the Bureau as ( ) an administrative firearms man ( ) a firearms expert. He was given this training at Quantico, Virginia.

In this capacity, he is authorized to

- X**
- ( ) Conduct field firearms training for Special Agents.
  - ( ) Conduct firearms schools for police officers.
  - ( ) Provide shooting demonstrations in accordance with regulations.

cc: Movement Section

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Alger \_\_\_\_\_  
Belmont \_\_\_\_\_  
Laughlin \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_



# Office Memorandum • UNITED STATES GOVERNMENT

TO : Director, FBI

FROM : SAC, Detroit

SUBJECT: WALREU  
LOSS OF SURVEILLANCE,  
[REDACTED] AT  
[REDACTED]

ST. CLAIR SHORES, MICHIGAN  
DECEMBER 9, 1951

PERSONAL AND CONFIDENTIAL

DATE: December 11, 1951

Mr. Tolson	_____
Mr. Nichols	_____
Mr. Belmont	_____
Mr. Clegg	_____
Mr. Glavin	_____
Mr. Harbo	_____
Mr. Rosen	_____
Mr. Tracy	_____
Mr. Laughlin	_____
Mr. Mohr	_____
Tele. Room	_____
Mr. Nease	_____
Miss Gandy	_____

Attention: Assistant Director A. ROSEN

By telephone conversation with Assistant Director A. ROSEN at 7:00 p.m. on December 8, 1951, instructions were issued from Mr. ROSEN that a twenty-four hour surveillance should be placed on [REDACTED] a prospective witness in connection with the incident concerning [REDACTED], in order that we might know his whereabouts at all times up to and including the time when he was to appear before the Grand Jury. Mr. ROSEN stated that the surveillance appeared necessary in view of the fact that [REDACTED] might decide to leave town or it was possible that he might be induced to leave town by some of the persons who were interested in the matter.

Immediately after the conversation with Mr. ROSEN, arrangements were made to place a twenty-four hour physical surveillance. It was determined that he was at the home of [REDACTED]

[REDACTED] a [REDACTED] at approximately 11:00 p.m., December 8. Because of the fact that only one individual was to be surveilled, it was decided that two Agents could handle the surveillance. It was definitely known that [REDACTED] was still in the home [REDACTED] at the above-mentioned residence at about Noon, December 9, as a result of a telephone call from Agent MOSELEY to [REDACTED] 4680

It is noted that [REDACTED] had previously contacted Agent MOSELEY and stated that he desired to keep in close contact with MOSELEY until he saw him in the office. [REDACTED] had previously told MOSELEY that as soon as he contacted his attorney he would get in touch with him.

During the afternoon of December 9, two Agents were assigned to the surveillance in the vicinity of [REDACTED] residence with instructions that they were to closely observe the house and [REDACTED] in the event he should leave the residence.

JAR:MJP  
Enclosures

12-13-51  
FDN:K

3.9m

12-13-51  
12-13-51

Rosen

12-13-51  
12-13-51

Letter to the Director  
December 11, 1951

Re: WALREU  
LOSS OF SURVEILLANCE, b6  
[redacted] b7C

was decided that at the change of shifts at 6:00 p.m., December 9, four Agents would be placed on the surveillance in the vicinity of the [redacted] residence inasmuch as it was planned that the subpoenae would be drawn up and served early on the morning of December 10.

There are transmitted herewith memoranda submitted by Special Agents ROSS A. BRINK and HARRY R. LUNT. It would appear that [redacted] left the residence of [redacted] at approximately 5:30 p.m., December 9. It is noted that SA BRINK surveilled the car of [redacted] and observing only two people, a man and a woman, in the front seat, decided that [redacted] apparently had not entered the car. He has advised me that he was unable to observe another person in this automobile. After observing the car, he immediately returned to the residence of the [redacted] and took up the surveillance. b6 b7C

Also, attached hereto are memoranda submitted by Special Agents JOHN HENRY DOYLE, JAMES J. HAYES, ROY G. SJOSTRAND, WALLACE R. MOSELEY, and ASAC DONALD E. MOORE. These latter memoranda reflect action taken concerning [redacted] after it was determined he had left the [redacted] residence and was believed to have gone to a picture show about three miles from the residence of the [redacted]. In this connection it is noted that [redacted] is known as a movie fan. b6 b7C

Concerning the loss of [redacted] it is noted from the attached memoranda that Special Agent ROSS A. BRINK and Special Agent HARRY R. LUNT were assigned to the surveillance at the time he disappeared. Because of radio difficulty and the need for contacting the office, Special Agent LUNT left his position near the [redacted] residence in a radio car at approximately 5:25 p.m. and SA BRINK remained at the residence in a radio car. SA BRINK advised that he did not want to move too close to the residence, although visibility was poor, inasmuch as he did not want to become too conspicuous and have the [redacted] and [redacted] object strenuously to his presence in the area as he knew the office desired that [redacted] cooperate fully in this matter. It is felt, however, that BRINK should have stationed himself sufficiently close to the [redacted] residence so that he could have determined when [redacted] did leave and, thus, been able to follow him and keep advised of his whereabouts. b6 b7C

Letter to the Director  
December 11, 1951

Re: WALREU  
LOSS OF SURVEILLANCE, b6  
[redacted] b7C

In view of the above, it is recommended that although BRINK is a conscientious Agent and was undoubtedly exercising what he considered the proper judgment in this matter, he receive a letter of censure inasmuch as [redacted] did evade the surveillance. b6  
b7C

Concerning Special Agent HARRY R. LUNT, who was on duty at the time, but who had gone to contact the office by telephone, it is not recommended that any action be taken. The distance this surveillance was conducted from the office made radio contact very difficult at times and it is not believed that his contacting the office was an error in judgment as the surveillance on [redacted] could have been maintained had Agent BRINK observed him leave the residence.

It is also recommended that no administrative action be taken concerning any of the other personnel involved in this surveillance inasmuch as their activities concerned attempts to locate [redacted] subsequent to the time of his disappearance. b6  
b7C

It is noted that no memoranda were secured from Special Agents MICHAEL J. ROCK and JAMES L. SHANAHAN inasmuch as they arrived at the [redacted] residence after [redacted] had left and for the rest of the evening they remained stationed at this residence and were assigned solely to watch the residence.

## Office Memorandum • UNITED STATES GOVERNMENT

TO : SAC

FROM : ASAC DONALD E. MOORE

SUBJECT: SURVEILLANCE OF [REDACTED]

DATE: December 11, 1951

12/9/51<sup>b6</sup><sub>b7C</sub>

On Sunday, December 9, 1951, the writer discussed with you and SA MOSELEY the surveillance being maintained on [REDACTED] at the home of [REDACTED]

[REDACTED] During this discussion, in view of the fact that it was believed that a subpoena would be served on [REDACTED] on December 10, 1951, and in view of the fact the surveillance would be more difficult during the evening hours, it was decided to have four men in two cars conduct the surveillance until the subpoena was served. Accordingly, SA MOSELEY made arrangements for two additional Agents to assist on the surveillance beginning that evening.

b3  
b6  
b7C

At approximately 6:50 PM, the writer received a call from SA JOHN HENRY DOYLE, at which time DOYLE advised that when he and SA JAMES J. HAYES arrived at [REDACTED] there was some question as to whether [REDACTED] was still at the residence. A car had departed at approximately 5:30 PM and while [REDACTED] was not observed in the car, there was a possibility he had left and SA DOYLE requested permission to contact the residence of the [REDACTED] to determine if [REDACTED] was still there. Inasmuch as the [REDACTED] had been interviewed and [REDACTED] also had been contacted, the writer told DOYLE to go ahead and contact the residence so as to determine [REDACTED] presence there.

b6  
b7C

Subsequently, at approximately 8 PM, SA LEO C. SHIRLEY who had been contacted by DOYLE, called the writer concerning the [REDACTED] surveillance and mentioned that it was not definitely established where [REDACTED] was although he was believed to be at a theater. The writer was not at the office at the time he received SA SHIRLEY's call but advised SHIRLEY that he was going to the office and in the event [REDACTED] definite presence was not known when he arrived there, he would contact the surveilling Agents.

b6  
b7C

After arrival at the office, the writer at approximately 9:15 PM, by radio instructed SA DOYLE to contact the office by phone and thereafter it was determined that [REDACTED] had left the residence of the [REDACTED] apparently at about 5:30 PM and relatives had stated that he was going to a theater in the vicinity of Nine Mile Road and Mack Avenue to attend a show and that after the show he was

DEM:lke



MEMO, SAC  
December 11, 1951

Re: SURVEILLANCE OF [REDACTED]  
[REDACTED] 12/9/51

to return to the [REDACTED] residence. Mr. DOYLE mentioned that Agents were then at the theater and that they intended to contact [REDACTED] when he left the show. DOYLE was advised that the writer would contact one of the surveilling Agents at the theater concerning this matter.

The writer thereafter by radio requested one of the surveilling Agents to contact the office and this call was answered by SA ROSS BRINK at approximately 9:40 PM. The writer discussed with BRINK the advisability of contacting [REDACTED] when he left the show and the writer decided that it would be advisable to have the Agents offer to give [REDACTED] a ride home inasmuch as it was approximately three miles and inasmuch as he had gone to the theater area with relatives, it was believed he would take a bus home. It was also believed that during this contact we could advise [REDACTED] of the fact that Agents had inquired of [REDACTED] whether he was at the residence. b6  
b7C

After the writer talked to SA BRINK, SA WALLACE R. MOSELEY was contacted inasmuch as he was familiar with the surveillance and is also acquainted with [REDACTED] and [REDACTED] has indicated that he has great respect for SA MOSELEY. During the conversation with MOSELEY it was decided that perhaps it would be desirable not to contact [REDACTED] when he left the show but rather that the Agents should just permit him to take a bus and should surveil the bus home. b6  
b7C

Accordingly, SA BRINK was again requested by radio to contact the office and at 10 PM he was telephonically advised that as a result of the discussion between MOSELEY and myself, [REDACTED] should not be contacted when he left the theater, but Agents should follow him home on the bus. The writer also advised BRINK that any questions in connection with the surveillance should first be brought to MOSELEY's attention in view of his familiarity with the case and with [REDACTED] and that MOSELEY could contact the writer if he so desired.

The writer started to leave the office at 10:35 PM and stopped by the radio room and discussed with SA ROY G. SJOSTRAND the surveillance and the fact that any questions concerning the surveillance should be called to MOSELEY's attention first and that in the event he desired, he would contact the writer.

SAC, Detroit

December 13, 1951

Director, FBI

U. S. Treasury Check No. 14,416,311  
 Payable to Donald E. Moore  
 Amount \$487.00

Transmitted herewith is the above-captioned check representing an advance of funds which is to be used for the transportation of household goods and personal effects in connection with an official transfer from Washington, D.C., to **Detroit, Michigan.**

The enclosed check should be delivered to the above-named employee promptly.

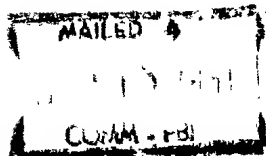
Enclosure  
 Registered

Return Receipt Requested

NPC:dec *dec*

**ALPHABETICAL**  
 NOT RECORDED  
 13 DEC 18 1951

Tolson \_\_\_\_\_  
 Ladd \_\_\_\_\_  
 Clegg \_\_\_\_\_  
 Glavin \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tracy \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Gandy \_\_\_\_\_



SAC, Detroit

January 9, 1952

Director, FBI (67-191804)

PERSONAL AND CONFIDENTIAL

DONALD E. MOORE  
Assistant Special Agent in Charge

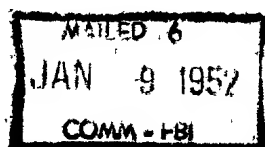
It is requested that arrangements be made for Agent Moore to have an eye examination in connection with findings made at the time of his last physical examination.

This should be given your immediate attention and the Bureau promptly advised.

JVB:mfc

Agent Moore was to have returned to the Naval Hospital, Bethesda, Maryland, for further evaluation, before leaving the seat of government; however, since he had not practiced the exercises recommended by the examining physician, he did not return.

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Alphon \_\_\_\_\_  
Belmont \_\_\_\_\_  
Laughlin \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_



JAN 14 1952

MR. NICHOLS

11-20-51

C. L. TROTTER

CECIL E. FOLTZ, JR.  
EUROPEAN RECOVERY PROGRAM  
Bufile 124-8010

Re: File Locate

Supervisor Bruggeman of the Investigative Division called for the captioned file on 11-6-51. The file was charged out to Supervisor [D. E. Moore] of the Domestic Intelligence Division on 10-15-51 and Supervisor Bruggeman was so advised. He requested that it be placed on locate since he had special dictation on it. After an all day search, the file was finally located shortly after 9:00 p.m. in a filing cabinet in Inspector L. R. Pennington's office. Mr. Tolson has requested advice as to the system employed by the Records Section to account for its files and has asked how this particular delinquency occurred.

RECORDS SECTION PROCEDURES:

1. On the last Friday of each month all Divisions at the Seat of Government are required to inventory all files in their possession and submit the lists to the Records Section. Based upon this inventory all files are recharged monthly in the Records Section. (9,000 such files were inventoried and recharged last month.)

2. Following the inventory check, all other charge outs in the Records Section are listed monthly and placed on locate to account for the whereabouts of these files. (2,000 such files were accounted for in this manner last month.)

3. All files located or accounted for as a result of either of the two foregoing devices, which reflect a failure on the part of Bureau personnel to properly recharge files, are listed in appropriate memoranda and forwarded to the attention of each Assistant Director showing the particular failures to recharge in his Division.

4. Semi-annually a "file by file" check of all files is instituted in the Records Section to weed out misfiles and to account for all missing files.

ORIGINAL FILE IN 67-86000-1503  
Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

CLT:jw

JAN 15 1952

Memorandum to Mr. Nichols  
Re: Cecil E. Foltz, Jr.  
European Recovery Program  
Bufile 124-3010

11-20-51

RESPONSIBILITY OF ALL OTHER DIVISIONS:

1. Whenever a Supervisor relinquishes possession of a file and he is not returning it to the Records Section, he is required to notify the Records Section by telephone of this transfer.

2. The Supervisors' Manual at this time requires that each Assistant Director furnish to Mr. Tolson every two weeks a report showing, among other things, the number of files held over five working days and the date out of the oldest file.

INQUIRY TO FIX RESPONSIBILITY:

Inspector Pennington states that he received a telephone call from the American Legion requesting a copy of the court decision in instant case. (This would be the opinion of the New York Circuit Court of Appeals.) He states that the Legion was interested in what affect, if any, this decision would have on the program of legionnaires furnishing information to the FBI. The case was identified to him in general terms only and not by the name of the individual involved. Inspector Pennington does not remember when he received this call. He feels that in order to identify the case he contacted someone in the Domestic Intelligence Division whose identity he does not recall at this time. He does not remember exactly how he obtained the file but indicates that he had it for about two weeks prior to the time it was found in his possession on 11-6-51. This would place the file in his possession on approximately 10-23-51.

The logs of the Service Unit, Records Section, have been checked for the period of 10-1-51 through 11-6-51 and there is no notation contained therein that Inspector Pennington called the Records Section to identify the file or to request the file. The only notation contained in these logs is a request from Supervisor Moore of the Domestic Intelligence Division dated 10-15-51 where he requested the main file for Cecil E. Foltz, Jr. This was identified as bufile 124-3010 and the file sent to Supervisor Moore that day.

Supervisor Moore states that upon the request of Section Chief F. J. Baumgardner, he pulled the file in question for the sole purpose of determining whether the Bureau had been apprised of the suit instituted by Foltz and whether or not the matter was being followed by the Bureau. He indicated that when all of these

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Alden \_\_\_\_\_  
Belmont \_\_\_\_\_  
Laughlin \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

Memorandum to Mr. Nichols  
Re: Cecil E. Foltz, Jr.  
European Recovery Program  
Bufile 124-3010

11-20-51

questions were answered in the affirmative by the review of the file, he so advised Mr. Baumgardner and threw the file in the outgoing box for return to the Records Section.

Mr. Baumgardner states that to the best of his recollection he received a telephone call from Mr. Belmont who, in general terms, outlined the details of the Foltz case to him and requested Mr. Baumgardner to identify the case to see if it were being properly followed in the Bureau. Mr. Baumgardner indicates that the circumstances of the case were not familiar to him and in an effort to identify the subject, he telephonically contacted Mr. Ray Whearty, of the Department of Justice, and outlined the facts to him. Mr. Whearty advised that the facts were familiar and within the hour called back Mr. Baumgardner and identified the subject of the case to him as being Foltz. Mr. Baumgardner states that he had Supervisor Moore check to see if the Foltz case was being properly followed in the Bureau and that when he learned from Moore that the Investigative Division was following the case, he telephonically advised Mr. Belmont of this fact. He has no recollection of receiving the file from Supervisor Moore or of sending it to Belmont or to Inspector Pennington. Mr. Belmont is on annual leave and has not been contacted as to the source of his interest in the Foltz case.

CONCLUSIONS:

1. The logs and charge outs of the Records Section show that this file was charged out only once and that this was to Supervisor Moore of the Domestic Intelligence Division on 10-15-51. None of our records reflect Inspector Pennington's interest in the case nor is there a recharge of the file to Inspector Pennington.

2. It is our conclusion, verified by Mr. Olegg's recent inquiry in this matter, that the procedures in the Records Section are adequate and sound. Failure to comply was the cause of the breakdown in this case.

3. Somewhere along the line there was a failure to recharge the file. Inquiry to fix this responsibility has been made with negative results. Inspector Pennington is unable to

Memorandum to Mr. Nichols  
Re: Cecil E. Foltz, Jr.  
European Recovery Program  
Bufile 124-3010

11-20-51

recall how he identified Foltz as being the subject of the case and how and when he came into physical possession of the file. The file was presumably in his possession on the last Friday in October (10-26-51) when it should have been inventoried and reported to the Records Section. This was not done. The interest of the Domestic Intelligence Division in this case has been traced back to Mr. Belmont who has not had the opportunity of furnishing his recollections in the matter since he is on annual leave.

4. In a further effort to account for a possible mechanical flaw in the Records Section's responsibility in this matter, Supervisor Moore was specifically asked if he, between 10-15-51 and 11-6-51, had received any inquiry whatsoever as to the whereabouts of the Foltz file. He replied in the negative. This rules out the possibility that the Records Section was requested to locate the file between the time it was charged out on 10-15-51 to Supervisor Moore and the time it was requested on 11-6-51 by Supervisor Bruggeman. In other words, if we had received such a request during the interim period, the first logical place to look for the file would have been in Supervisor Moore's office and to ask him if he had seen it since 10-15-51. He states no such contact was made of him by anyone. This rules out the possibility of this file being picked up or locate by one of our clerks who then failed to submit proper recharge.

January 11, 1952

Special Agent in Charge  
Federal Bureau of Investigation  
Detroit, Michigan

~~PERSONAL AND CONFIDENTIAL~~

RE: Donald E. Moore  
Assistant Special Agent in Charge

Dear Sir:

There are transmitted herewith the field personnel file and duplicate property card of the above employee who is presently assigned to your office. The firearms record card is being prepared and will be forwarded under separate cover.

The following additional information is furnished you covering his assignment as a Supervisor at the Seat of Government:

Present Grade and Salary: GS 13, \$8360 per annum.

Assignment: 8-18-47 - Supervisor in the Domestic Intelligence Division at the Seat of Government.

Promotions: BSI to \$6714 in Grade CAF 12 effective 7-11-48.  
UPA to \$6953.40 in Grade CAF 12 effective 12-12-48.  
BSI to \$7000 in Grade GS 12 effective 10-30-49.  
UPA to \$7200 in Grade GS 12 effective 6-11-50.  
Allocated to \$7600 in Grade GS 13 effective 9-17-50.  
BSI to \$8360 in Grade GS 13 effective 7-8-51.

Performance Ratings: Excellent 3-31-48  
Excellent 3-31-49  
Excellent 3-31-50  
Satisfactory 3-31-51  
Satisfactory 12-5-51

Specialized Bureau Training Schools: Inspector's Training School - 11-26-51 to 11-27-51.  
Administrative Firearms Training - 12-14-51.

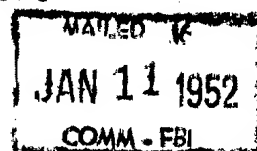
cc: Mr. Clegg - It is desired that a firearms record card be forwarded as requested.

Tolson  
Ladd  
Nichols  
Belmont  
Clegg  
Glavin  
Harbo  
Rosen  
Tracy  
Mohr  
Tele. Rm.  
Nease  
Gandy

JW/bal

67-191804

22 JAN 17 1952





Special Agent in Charge  
Detroit, Michigan

Date of Last Naval Physical Examination: 6-7-51

Date of Last In-Service Training: 5-1-50 to 5-12-50.

Very truly yours,

John Edgar Hoover  
Director

Enclosures

REGISTERED MAIL

SAC, DETROIT

January 18, 1952

DIRECTOR, FBI

DONALD E. MOORE  
ASSISTANT SPECIAL AGENT IN CHARGE

Attached is field firearms training record.

Enclosure

RECORDED-31

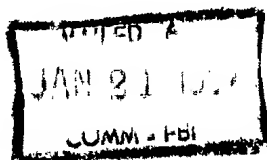
117

JAN 18 5 3 PM '52  
FBI - DETROIT

Tolson  
Ladd  
Clegg  
Glavin  
Nichols  
Rosen  
Tracy  
Harbo  
Alben  
Belmont  
Laughlin  
Mohr  
Tele. Room  
Nease

HLS:hcc

20 JAN 30 1952



# Office Memorandum • UNITED STATES GOVERNMENT

*JAR*  
TO : Director, FBI (67-191804)  
FROM : SAC, Detroit (67-7341)  
SUBJECT: DONALD E. MOORE  
Assistant Special Agent in Charge

DATE: January 22, 1952

PERSONAL AND CONFIDENTIAL

ReBulet January 9, 1952; requesting that arrangements be had for ASAC MOORE to have an eye examination in connection with findings made at the time of his last physical examination.

Mr. MOORE has advised me that an examination of his eyes has revealed that they have been corrected to 20/20 by means of new glasses. He has also advised me that when he received his last physical examination the medical examiners at the Bethesda Naval Hospital suggested that he take certain exercises to strengthen the muscles in his left eye. This he is doing and will continue.

Mr. MOORE has also advised me that as he recalls, he re-visited Bethesda after his eyes were corrected to 20/20 and this fact was noted by the examiner at the Naval Hospital.

JAR:MD

*JAR*  
RECORDED-33

67-111201-118
Searched
Numbered
1 JAN 23 1952
RECEIVED

11 JAN 29 1952

**FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE**

**REPORT OF PERFORMANCE RATING**

*Representative  
Henderson*

Name of Employee: Donald E. Moore

Where Assigned: Detroit  
(Division) (Section, Unit)

Payroll Title: Assistant Special Agent in Charge GS-13

Rating Period: from December 6, 1951 to February 6, 1952

ADJECTIVE RATING: SATISFACTORY  
Outstanding, Satisfactory, Unsatisfactory

Employee's  
Initials

*DSM*

Rated by:

*J. A. Robey* Special Agent in Charge 2/11/52  
Signature J. A. Robey Title Date

Reviewed by:

*[Signature]* \_\_\_\_\_  
Signature Title Date

Rating approved by:

*[Signature]* ASSISTANT DIRECTOR FEB 19 1952  
Signature Title Date

**TYPE OF REPORT**

( ) Official

( ) Annual

(x) Administrative

(x) 60-day

( ) Transfer

( ) Separation from service

( ) Special

*24*  
**14 FEB 25 1952**

*19134-119*

*[Signature]*

NARRATIVE COMMENTS

FEB 14 1957  
7 16

Note: The regulations require that OUTSTANDING ratings be supported by a statement in writing setting forth IN DETAIL the performance IN EVERY ASPECT and the REASONS for considering each worthy of SPECIAL COMMENDATION. UNSATISFACTORY ratings must be supported by a statement in writing stating (1) WHEREIN the performance is unsatisfactory, (2) the facts of the (90 day) PRIOR WARNING, and (3) the efforts made AFTER THE WARNING TO HELP the employee bring his performance up to a satisfactory level.

Feb 21 1957  
11:50 am  
Jm

# PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Assistant Special

Name of Employee Donald E. MooreTitle Agent in ChargeRating Period: from 12/6/51 to 2/6/52

## RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared. Rate items as follows:

- + Outstanding (exceeding excellent and deserving special commendation).  
✓ Satisfactory (ranging from good to excellent but not sufficient to rate outstanding).  
- Unsatisfactory.  
0 No opportunity to appraise performance during rating period.

Guide for determining adjective rating:

An 'Outstanding' rating cannot be justified unless all elements rated are 'plus', and in addition, of course, supporting comments must comply with the requirements as set out below.

So far as 'Satisfactory' and 'Unsatisfactory' ratings are concerned, it is impossible to provide a mechanical formula for computing the various 'plus', 'check', and 'minus' marks because such would presume equal weight for all elements rated. Good judgment must be exercised to insure that the adjective rating is reasonable in the light of the elements rated. All minus marks must be supported by narrative detail, and of course, all 'Unsatisfactory' ratings must comply with the requirements as set out below.

- + (1) Personal appearance.  
+ (2) Personality and effectiveness of his personal contacts.  
+ (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load).  
+ (4) Physical fitness (including health, energy, stamina).  
+ (5) Resourcefulness and ingenuity.  
+ (6) Forcefulness and aggressiveness as required.  
+ (7) Judgment, including common sense, ability to arrive at proper conclusions; ability to define objectives.  
+ (8) Initiative and the taking of appropriate action on own responsibility.  
+ (9) Planning ability and its application to the work.  
+ (10) Accuracy and attention to pertinent detail.  
+ (11) Industry, including energetic consistent application to duties.  
+ (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control.  
+ (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and 'know how' of application.  
0 (14) Technical or mechanical skills.  
0 (15) Investigative ability and results:  
     - (a) Internal security cases  
     - (b) Criminal or general investigative cases  
     - (c) Fugitive cases  
     - (d) Applicant cases  
     - (e) Accounting cases  
0 (16) Physical surveillance ability.

- 0 (17) Firearms ability.  
0 (18) Development of informants and sources of information.  
+ (19) Reporting ability:  
     0 (a) Investigative reports  
     0 (b) Summary reports  
     + (c) Memos, letters, wires  
     (Consider: + conciseness; + clarity; + organization; + thoroughness; + accuracy; + adequacy and pertinency of leads; + administrative detail.)  
0 (20) Performance as a witness.  
+ (21) Executive ability:  
     + (a) Leadership  
     + (b) Ability to handle personnel  
     + (c) Planning  
     + (d) Making decisions  
     + (e) Assignment of work  
     + (f) Training subordinates  
     + (g) Devising procedures  
     + (h) Emotional stability  
     + (i) Promoting high morale  
     + (j) Getting results  
0 (22) Ability on raids and dangerous assignments:  
     - (a) As leader  
     - (b) As participant  
+ (23) Organizational interest, such as making of suggestions for improvement.  
+ (24) Ability to work under pressure.  
+ (25) Miscellaneous. Specify and rate:  
     - Capable of additional  
     - responsibility

A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as resident Agent, supervisor, instructor, etc.):

Assistant Special Agent in Charge

B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker):

Desk man, Administrator

C. (1) Is employee available for general assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)  
 (2) Is employee available for special assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)

D. Has employee had any abnormal sick leave record during rating period? No (If so, explain in narrative comments.)

ADJECTIVE RATING:

SATISFACTORY

Outstanding, Satisfactory, Unsatisfactory

*DSW*

DONALD E. MOORE  
ASSISTANT SPECIAL AGENT IN CHARGE  
REPORT OF PERFORMANCE RATING

This is a Special Sixty Day Report of Performance Rating.

Mr. Moore arrived in the Detroit Office on December 6, 1951, and assumed the duties of Assistant Special Agent in Charge. He makes a very nice personal appearance, possesses a friendly personality and conducts himself in a businesslike manner. He has a good knowledge of the Bureau's policies and procedures. He is well-liked by the employees in this office. He has demonstrated that he possesses administrative and executive ability and has handled his assignments as Assistant Special Agent in Charge in a highly satisfactory manner. In my opinion, this man is potential SAC material and is capable of handling involved cases.

He is entitled to the rating of Satisfactory at this time.

Rating: Satisfactory

Initials: ESM





# Office Memorandum • UNITED STATES GOVERNMENT

TO : Director, FBI

DATE: 3/7/52

FROM : SAC, Detroit

~~CONFIDENTIAL~~

SUBJECT: DONALD E. MOORE  
ASSISTANT SPECIAL AGENT IN CHARGE

There is transmitted herewith a credit inquiry from Marshall Field and Company, Chicago, Illinois, concerning Mr. MOORE. It is requested that the Bureau reply to this inquiry. The form received has not been acknowledged by this office.

JAR:MJF  
Enclosure

ack. 3/18/52  
J. W. Da

120

File  
Jen

61  
11 MAR 21 1952

*Marshall Field & Company*

111 NORTH STATE STREET • CHICAGO 90

Telephone State 1-1000

F. B. I.  
913 Federal Building  
Detroit, Michigan

Attention: Personnel Office

We would appreciate any information you can give us as to the financial and credit responsibility of Mr. Donald E. Moore, 13957 Stahelin, Detroit, Michigan - in your employ as Agent.

Your reply, which may be made on the reverse side of this letter, will be held in confidence. Thank you.

3-4-52  
ms

MARSHALL FIELD & COMPANY  
Charge Accounts Section

*ack  
3/18/52  
JH/so*

*27 file  
Jen*

67-191804-120  
ENCLOSURE

Stamp: SEARCHED  
Stamp: SERIALIZED  
Stamp: INDEXED  
Stamp: FILED  
Handwritten signature: J. Edgar Hoover

March 18, 1952

Charge Accounts Section  
Credit and Collection Department  
Marshall Field and Company  
111 North State Street  
Chicago 90, Illinois

Gentlemen:

Your inquiry dated March 4, 1952, directed to the Detroit Office, regarding Mr. Donald E. Moore, has been referred to this office for attention.

In reply, please be advised Mr. Moore entered on duty in the Federal Bureau of Investigation on March 10, 1941, as a Special Agent and is presently receiving salary at the rate of \$8560 per annum. His position in this Bureau is of a permanent nature depending upon the continued satisfactory performance of his duties.

Very truly yours,

John Edgar Hoover  
Director

CC: SAC-Detroit-PERSONAL AND ~~CONFIDENTIAL~~ This is in connection with a credit inquiry regarding Mr. Moore.

JH:da  
67-191804

171117-121

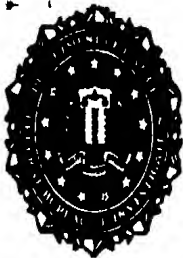
ad

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Rm. \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

COMM - FBI  
MAR 18 1952  
MAILED 28

MAR 24 1952

Handwritten initials: V.B.  
Handwritten signature: J. Edgar Hoover  
Handwritten initials: ERV



*Don Moore*  
United States Department of Justice  
Federal Bureau of Investigation  
Washington, D. C.



Director  
Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of \$10, payable to the Chief Clerk of the FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Chief Clerk of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

Name D. JEAN MOORE Relationship WIFE Date 3/21/52  
Address 13957 STAHELIN, DETROIT 23, MICH.

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in line of duty.

Name SAME AS ABOVE Relationship \_\_\_\_\_ Date \_\_\_\_\_  
Address \_\_\_\_\_

Very truly yours,

DONALD E. MOORE  
Special Agent

140(37) ack  
APR 23 1952  
26 APR 28 1952

NOT RECORDED  
3/21/52  
Jm

**FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE**

**REPORT OF PERFORMANCE RATING**

*[Handwritten signature]*

Name of Employee: Donald E. Moore

Where Assigned: Detroit (Division) \_\_\_\_\_ (Section, Unit)

Payroll Title: Assistant Special Agent in Charge GS-13

Rating Period: from 4/1/51 to 3/31/52

ADJECTIVE RATING: SATISFACTORY  
Outstanding, Satisfactory, Unsatisfactory

Employee's  
Initials

DSM

Rated by:

*[Signature]*  
Signature

Special Agent  
in Charge  
Title

3/31/52  
Date

Reviewed by:

Signature

Title

Date

Rating approved by:

*[Signature]*  
Signature

Assistant Director  
Federal Bureau of Investigation  
Title

APR 29 1952  
Date

TYPE OF REPORT

(☒) Official  
(☒) Annual

( ) Administrative  
( ) 60-day  
( ) Transfer  
( ) Separation from service  
( ) Special

61-191804-122

97

11  
14 MAY 8 1952

*[Handwritten signature]*

NARRATIVE COMMENTS

JUN 17 1952

Note: The regulations require that OUTSTANDING ratings be supported by a statement in writing setting forth IN DETAIL the performance IN EVERY ASPECT and the REASONS for considering each worthy of SPECIAL COMMENDATION. UNSATISFACTORY ratings must be supported by a statement in writing stating (1) WHEREIN the performance is unsatisfactory, (2) the facts of the (90 day) PRIOR WARNING, and (3) the efforts made AFTER THE WARNING TO HELP the employee bring his performance up to a satisfactory level.

JUN 17 1952

# PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Assistant Special  
Agent in Charge

Name of Employee Donald E. MooreTitle Agent in ChargeRating Period: from 4/1/51 to 3/31/52

## RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared. Rate items as follows:

- + Outstanding (exceeding excellent and deserving special commendation).  
✓ Satisfactory (ranging from good to excellent but not sufficient to rate outstanding).  
- Unsatisfactory.  
○ No opportunity to appraise performance during rating period.

Guide for determining adjective rating:

An 'Outstanding' rating cannot be justified unless all elements rated are 'plus', and in addition, of course, supporting comments must comply with the requirements as set out below.

So far as 'Satisfactory' and 'Unsatisfactory' ratings are concerned, it is impossible to provide a mechanical formula for computing the various 'plus', 'check', and 'minus' marks because such would presume equal weight for all elements rated. Good judgment must be exercised to insure that the adjective rating is reasonable in the light of the elements rated. All minus marks must be supported by narrative detail, and of course, all 'Unsatisfactory' ratings must comply with the requirements as set out below.

- |   |   |
|---|---|
| <u>+</u> (1) Personal appearance.   | <u>✓</u> (17) Firearms ability.   |
| <u>+</u> (2) Personality and effectiveness of his personal contacts.  | <u>○</u> (18) Development of informants and sources of information.   |
| <u>+</u> (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load).  | <u>+</u> (19) Reporting ability:  |
| <u>✓</u> (4) Physical fitness (including health, energy, stamina).  | <u>○</u> (a) Investigative reports  |
| <u>+</u> (5) Resourcefulness and ingenuity.   | <u>○</u> (b) Summary reports  |
| <u>+</u> (6) Forcefulness and aggressiveness as required.   | <u>+</u> (c) Memos, letters, wires  |
| <u>+</u> (7) Judgment, including common sense, ability to arrive at proper conclusions; ability to define objectives.   | (Consider: <u>+</u> conciseness; <u>+</u> clarity; <u>+</u> organization; <u>+</u> thoroughness; <u>+</u> accuracy; <u>+</u> adequacy and pertinency of leads; <u>+</u> administrative detail.) |
| <u>+</u> (8) Initiative and the taking of appropriate action on own responsibility.   | <u>○</u> (20) Performance as a witness.   |
| <u>+</u> (9) Planning ability and its application to the work.  | <u>+</u> (21) Executive ability:  |
| <u>+</u> (10) Accuracy and attention to pertinent detail.   | <u>○</u> (a) Leadership   |
| <u>+</u> (11) Industry, including energetic consistent application to duties.   | <u>○</u> (b) Ability to handle personnel  |
| <u>+</u> (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control. | <u>○</u> (c) Planning   |
| <u>+</u> (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and 'know how' of application.   | <u>○</u> (d) Making decisions   |
| <u>○</u> (14) Technical or mechanical skills.   | <u>○</u> (e) Assignment of work   |
| <u>○</u> (15) Investigative ability and results:  | <u>○</u> (f) Training subordinates  |
| <u>○</u> (a) Internal security cases  | <u>○</u> (g) Devising procedures  |
| <u>○</u> (b) Criminal or general investigative cases  | <u>○</u> (h) Emotional stability  |
| <u>○</u> (c) Fugitive cases   | <u>○</u> (i) Promoting high morale  |
| <u>○</u> (d) Applicant cases  | <u>○</u> (j) Getting results  |
| <u>○</u> (e) Accounting cases   | <u>✓</u> (22) Ability on raids and dangerous assignments:   |
| <u>○</u> (16) Physical surveillance ability.  | <u>+</u> (a) As leader  |
|   | <u>+</u> (b) As participant   |
|   | <u>+</u> (23) Organizational interest, such as making of suggestions for improvement.   |
|   | <u>+</u> (24) Ability to work under pressure.   |
|   | <u>+</u> (25) Miscellaneous. Specify and rate:  |
|   | <u>Capable of additional</u>  |
|   | <u>responsibility</u>   |

A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as resident Agent, supervisor, instructor, etc.):

Assistant Special Agent in Charge

B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker):

Desk man, Administrator

C. (1) Is employee available for general assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)  
 (2) Is employee available for special assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)

D. Has employee had any abnormal sick leave record during rating period? No (If so, explain in narrative comments.)

ADJECTIVE RATING :

SATISFACTORY

Outstanding, Satisfactory, Unsatisfactory

*DEW*

DONALD E. MOORE  
ASSISTANT SPECIAL AGENT IN CHARGE  
ANNUAL REPORT OF PERFORMANCE RATING

At the beginning of the rating period and until December 5, 1951, Mr. Moore was assigned as a Supervisor in the Internal Security Unit, Security Section, Domestic Intelligence Division, at the Seat of Government, and served in the capacity of Number Two man in the Internal Security Unit. He also served as Relief Supervisor in Mr. Ladd's Office.

He demonstrated that he could handle a large volume of work in an accurate manner, had an excellent grasp of overall Bureau policies and procedures and could through independent judgment apply these policies and procedures properly. He demonstrated that he possessed both administrative and executive ability. He exhibited an interest in his work and had an unusual amount of enthusiasm. He was well-liked by fellow employees.

Mr. Moore reported for duty in the Detroit Office as Assistant Special Agent in Charge on December 6, 1951. He makes a nice personal appearance, is very friendly, and has conducted himself in a businesslike manner. He has demonstrated that he has a good knowledge of the Bureau's policies and procedure and has gotten along well with the employees under him. I am convinced that this man possesses administrative and executive ability. He has handled his assignments as Assistant Special Agent in Charge in the Detroit Office in a highly satisfactory manner. This man is potential SAC material and is capable of handling complicated cases. He is rated as an excellent dictator. He appears to be physically fit and is available for any type of assignment.

Mr. Moore is entitled to the rating of Satisfactory during this period.

Rating: Satisfactory

Initials; DM



TO : MR. GLAVIN

DATE: April 29, 1952

FROM : H. L. EDWARDS

SUBJECT: TRAINING COURSE FOR SPECIAL EMPLOYEES

Special Agent John W. Willis, Supervisor of the Clerical and Administrative Section of the New York Office, telephonically furnished the following names of Special Employees and clerical employees on the Special Employee competitive register who are available to attend the May 5 and May 26 training sessions.

MAY 5, 1952

Dennis A. Chesshir  
Daniel Collins, Jr.  
John W. Dobbins  
Harold F. Doherty  
Joseph F. Grassia  
Francis G. Honan  
Edward J. Kirk

Thomas L. Lamb  
Joseph P. Mayer  
Paul G. Mitchell  
Hyman A. Rabinowitz  
Richard D. Rogge  
Billy E. Webb

MAY 26, 1952

Andrew B. Breslin  
Albert R. Cooper  
John J. Cotter  
Lawrence Cronin  
Warren J. Gaynor  
Robert M. Hall  
Thomas J. McGuire  
Fred D. Mitchell, Jr.  
Peter C. Mitesser, Jr.

John J. Moore  
Albert J. Murphy, Jr.  
Peter F. Notaro  
Lawrence A. Pyle  
William V. Schmaltz  
Eugene F. Slawski  
Donald C. Streletzky  
Eugene E. Wilson  
Lawrence A. Winsch

From Assistant SAC Howard B. Fletcher of the Washington Field Office, the following names were obtained for the May 5 school. Additional candidates for the May 26 school will be furnished at a later date.

MAY 5, 1952

Alfred E. Camire  
William J. Downey, Jr.  
James Thomas Duncan  
Nicholas R. Manfreda  
Herbert L. Manahan, Jr.  
Donald W. Moore

John H. Murphy  
Carl H. Peterson  
Roy Frank Rodman  
John H. Royal  
Howard P. Sellers  
Joseph C. Williams

CAH:sjh  
COPY:PAE

112  
22 MAY 23 1952

Memo to Mr. Glavin (Continued)

MAY 26, 1952

Lloyd M. Barber

Raymond J. Delwiche

RECOMMENDATION:

It is recommended that the Movement Unit prepare appropriate letters to the above-named individuals. Mr. Watson of the Training Division has requested that the Special Employees and clerical employees who are to attend these training sessions should be instructed to report to Room 621, Old Post Office Building, at 10:00 a.m.

May 14, 1952

MEMORANDUM FOR MR. TOLSON

On May 12, I saw Assistant Special Agent in Charge Donald Edgar Moore of the Detroit Field Division. Mr. Moore makes a good personal appearance and seems to be interested in his work.

I commented to Mr. Moore about the fact that in the month of March, there were ninety-seven Special Agents in Detroit who worked less than one hour a day voluntary overtime and that there were 101 who worked more than one hour a day, which indicated that approximately one-half of the investigative staff of the Detroit Field Division were quite indifferent to the problems of the Bureau and were not carrying their share of responsibility. I told Mr. Moore I could not understand this if he and the Agent in Charge of Detroit were actively on the job and that I wanted him to convey this observation to his Agent in Charge when he returned.

I discussed with Mr. Moore generally several of the more pressing problems facing us in the administration of the Bureau; namely, the necessity for increasing informant coverage in both subversive and criminal fields; the necessity for reducing delinquencies in our field operations; the necessity for absolute thoroughness and complete coverage of all leads and aspects of any cases handled by the Bureau; and the need for materially tightening up the discipline of the Bureau, both in official conduct as well as personal conduct.

Very truly yours,

John Edgar Hoover  
Director

SENT FROM D. O.
TIME 4:20 PM
DATE 5-14-52
BY JH

JEH:mpd

89 MAY 22 1952

Tolson  
Ladd  
Nichols  
Belmont  
Clegg  
Glavin  
Harbo  
Rosen  
Tracy  
Laughlin  
Mohr  
Tele. Rm.  
Holloman  
Gandy

SAC, Detroit

June 3, 1952

Director, FBI

DONALD E. MOORE  
ASSISTANT SPECIAL AGENT IN CHARGE  
IN-SERVICE TRAINING  
5/5 - 16/52

The above-named Assistant Special Agent in Charge attended the above General In-Service Training Course at the Seat of Government and attained the following grades:

Double Action Course	100
Practical Pistol Course	93
Shotgun (Skeet)	16
.30 Rifle	74
Machine Gun	96

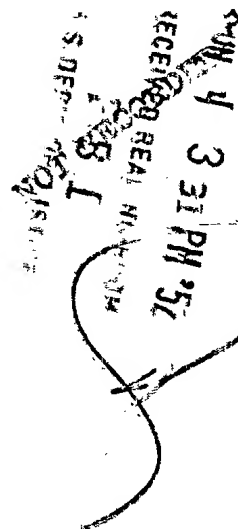
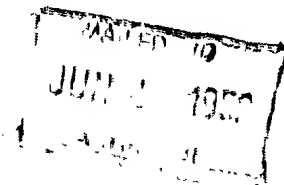
The firearms grades with the exception of the Shotgun Skeet Course should be entered on his field firearms training record.

cc: ASAC Donald E. Moore  
Detroit

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Laughlin \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Rm. \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

HLS:hcc:bfs

11 JUN 16 1952



RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

CC-5a

4/16/52

I certify that I have received the following Government property for official use:

~~10/1/1952~~  
INSPECTOR'S MANUAL # 201  
(Issued April 7, 1952)

RETURNED

INSPECTOR'S MANUAL # 543  
(Issued May 21, 1945)

ALPHABETICAL  
FILE

CHECK ONE: Destroyed in Field Office ☒  
Returned to Bureau

NOT RECORDED

READ

1 JUN 30 1952

WBG  
PER [Signature]

The Government property which you hereby acknowledge  
is charged to you and you are responsible for taking  
care of it and returning it when its use has been  
completed. DO NOT MARK OR WRITE ON IT OR MUTILATE

16  
64 JUL 1 1952

Very truly yours,  
Donald E. Moore  
Donald E. Moore, ASAC

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Glavin

FROM : H. L. Edwards

SUBJECT: ASAC DONALD E. MOORE  
Detroit Division  
Not on Probation

DATE: July 10, 1952

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Rm. \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

REALLOCATION

ASAC Moore entered on duty as an Agent on 3/10/41 and was designated ASAC at Detroit on 12/6/51. He is presently in Grade GS-13 at \$8560 per annum, having been in this grade since 9/7/50.

As reflected by the attached permanent brief, his record has been satisfactory. On 3/31/52, SAC Robey rated him Satisfactory and said he had handled his assignments as ASAC of the Detroit Office in a highly satisfactory manner and was potential SAC material. The Director saw him on 5/12/52 and said he made a good personal appearance and seemed to be interested in his work. The Director commented to him that during March, 1952, 97 agents of the Detroit Office had worked less than 1 hour a day voluntary overtime, and 101 had worked more than 1 hour a day overtime, which indicated that approximately 1/2 of the investigative staff of the Detroit Division were quite indifferent to the problems of the Bureau and were not carrying their share of the responsibilities. The Director told ASAC Moore that he could not understand this if Moore and the SAC at Detroit were actively on the job, and that Moore should convey this observation to his Agent in Charge when he returned. During March, 1952, Mr. Moore averaged 1 hour 33 minutes per day voluntary overtime.

RECOMMENDATION

RECORDED-10

67-191804-124

It is recommended that ASAC Moore be reallocated to Grade GS-14 at \$9600 per annum. It should be noted that SAC Robey at Detroit is presently in Grade GS-14 and the office is scheduled for inspection in October or November, 1952.

8 JUL 17 1952

FEDERAL BUREAU OF INVESTIGATION

FDH:fsb

Recommend  
moore be  
reconsidered  
after inspection

7/10

JUL 18 1952

7-10

3/8/52

## Office Memorandum • UNITED STATES GOVERNMENT

*gab*

TO : Director, FBI  
FROM : SAC, Detroit  
SUBJECT: DONALD E. MOORE  
ASAC  
REQUEST FOR ANNUAL LEAVE

DATE: July 22

*Mr. [unclear]*  
*W. [unclear]*

Enclosed herewith are leave slips submitted by ASAC DONALD E. MOORE requesting Annual Leave for 64 hours, the leave to commence August 7, 1952.

UACB this leave will be taken by ASAC MOORE.

*OK*  
*gab*

DEM:MD

Enclosures (2)

2 ENCL  
*per in [unclear]*

1 88 JUL 28 1952

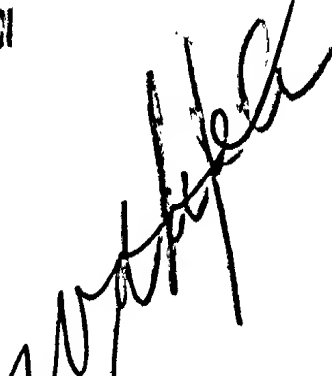
*W. [unclear]*

Knavebright  
5261

STICE  
CTION

2

;



12

Mr. Tolson  
Mr. Ladd  
Mr. Nichols  
Mr. Belmont  
Mr. Clegg  
Mr. Glavin  
Mr. Harbo  
Mr. Rosen  
Mr. Tracy  
Mr. Laughlin  
Mr. Mohr  
Mr. Winterrowd  
Tele. Room  
Mr. Holloman  
Miss Gandy

10-46 AM EST

DEFERRED

~~J. A. X~~ ROBEY

ACK AND HOLD PLS

11-47AM OK FBI WA AS

DEPT OF JUSTICE  
 FBI  
 RECEIVED  
 MAR 1 1964  
 G13 1964

Noted in  
Comm Sect  
by LEH/lym

67 - NOT RECORDED

66 AUG 13 1952



# Office Memorandum • UNITED STATES GOVERNMENT

TO : H. H. CLEGG *HHCm*  
FROM : E. D. MASON *EM*  
SUBJECT: ASAC DONALD E. MOORE  
AIDE TO INSPECTOR

DATE: August 7, 1952

PERSONAL &  
CONFIDENTIAL

Inspector Stein reports that Moore recently assisted him in the inspection of the Cleveland Office. Stein's comments are as follows.

Moore was recalled to his own office during the Cleveland inspection after about one week due to the absence of the SAC. While there, he worked on the security squad and exhibited a good knowledge of Bureau policies. He displayed good judgment and was industrious. Cleveland was his first inspection assignment.

CWS:j1

RECORDED-44

19114 125

8 AUG 20 1952

19114 125

*[Handwritten signatures and initials]*

30 AUG 21 1952

*[Handwritten signature]*

September 19, 1952

Mr. Donald E. Moore  
Federal Bureau of Investigation  
United States Department of Justice  
Detroit, Michigan

Dear Mr. Moore:

I am writing at this time to advise you of my appreciation for your splendid assistance in the supervision of the investigations and apprehensions of the Communist Party functionaries in the Detroit Division.

It is a pleasure to learn of the intelligence and good judgment manifested by you in assisting in the difficult task of coordinating all the investigative material received in the Detroit Office relative to this matter. The successful results attained would not have been possible without extremely efficient handling, and I want to express to you my sincere appreciation and commendation for your material contribution.

Sincerely yours,  
J. Edgar Hoover

cc: SAC, Detroit (P&C)

67-191804

EJA:mao

Personnel file reflects proper name is Donald E. Moore.

- Tolson
- Ladd
- Nichols
- Belmont
- Clegg
- Glavin
- Harbo
- Rosen
- Tracy
- Laughlin
- Mohr
- Tele. Rm.
- Holloman
- Gandy

MAILED 11  
SEP 19 1952

RECEIVED  
SEP 19 12 35 PM '52  
FBI  
U.S. DEPT. OF JUSTICE

## Office Memorandum • UNITED STATES GOVERNMENT

TO : A. H. BELMONT

FROM : F. J. BAUMGARDNER *of B*

SUBJECT: COMMUNIST PARTY, USA - BRIEF  
(Prosecution of Additional  
Communist Functionaries Under  
the Smith Act - Detroit)  
INTERNAL SECURITY - C  
Bufile 100-3-74-15

DATE: September 18, 1952

Tolson ☒  
Ladd ☒  
Nichols ☒  
Belmont ☒  
Clegg ☒  
Glavin ☒  
Harbo ☒  
Rosen ☒  
Tracy ☒  
Mohr ☒  
Nease ☒  
Gandy ☒

## PURPOSE:

To consider a recommendation by SAC Edward Scheidt that letters of commendation be directed to ASAC Donald G. Moore, Special Agents Harvard E. Neustek, Mortimer C. Watson, William Leon Smith and Charles E. Went and that a meritorious salary increase be given to Special Agent Thomas D. Brannick in connection with the Smith Act investigations and apprehensions in Detroit. Further, to recommend that a letter of commendation be directed to SAC Scheidt.

## DETAILS:

On September 17, 1952, Special Agents of the Detroit Office successfully apprehended, without incident, six subjects charged with violating the Smith Act of 1940. Three of these subjects had been operating in the Communist Party underground for more than a year.

By teletype dated September 17, 1952, SAC Edward Scheidt recommended a meritorious salary increase for Special Agent Thomas L. Brannick. While in the general area of the hideout of one of the subjects, Saul Laurence Wellman, on the evening of September 16, 1952, Brannick observed Wellman after his whereabouts had not been known for a period of one week. While other Agents subsequently located Wellman's car parked in the general area, Brannick was the only Agent who observed Wellman that night thereby enabling the entire area to be placed under close surveillance. At 8:30 a.m., September 17, while the other subjects were being arrested, Agent Brannick, while conducting a surveillance in the area of Wellman's hideout, observed and recognized [redacted] a known contact of Wellman. He immediately placed [redacted] under surveillance and within a matter of minutes Wellman joined [redacted] at which time Wellman

PWD:rdm

76 cc: Administrative Division

SEP 24 1952

REC-3

Memo. Mr. [redacted]

9/19/52

letter commenda. 9/11/52 [redacted]

9/19/52

was apprehended. It should be noted that Wellman was considered one of the most important individuals in the Communist Party underground in the Detroit area.

SAC Scheidt recommended a letter of commendation for Special Agent Heystek in view of his initiative and outstanding investigative direction which resulted in detailed knowledge of the activities, hideouts and behavior patterns of underground subjects which enabled the Detroit Office to successfully apprehend these subjects. Heystek contributed greatly to the supervision and general administration of the apprehensions and assisted in the formulation of plans regarding the apprehensions.

SAC Scheidt recommended a letter of commendation for Special Agent Watson who assisted Special Agent Heystek in the Smith Act investigations and did excellent work in developing the activities and behavior patterns of underground subjects. He also assisted in formulating plans resulting in the apprehensions and contributed immeasurably to the supervision and administration in connection therewith.

SAC Scheidt recommended a letter of commendation for Special Agent Smith who was the supervisor directly in charge of the Smith Act investigations and who supervised the investigation of the underground apparatus. His direction resulted in the formulation of detailed plans and resulted in the apprehension of all Smith Act subjects in the Detroit area.

SAC Scheidt recommended a letter of commendation for Special Agent Ghent who has over-all supervision of the security work, took part in all planning regarding the apprehensions, and generally supervised all investigations in cooperation with Special Agent Smith.

ASAC Donald E. Moore was recommended for a letter of commendation in view of his great assistance in the coordination of the case and his making substantial contributions toward its successful outcome.

#### OBSERVATIONS:

As you are aware, investigations under the Smith Act have been complicated and involved requiring continuous attention to develop these cases to the prosecutive stage. When the apprehension of the six Detroit subjects was imminent SAC Scheidt and the Detroit Office were charged with the responsibility of knowing the whereabouts of these persons which presented a

particularly difficult problem in Detroit since three of the subjects were underground. None of these three persons had a permanent residence or job address. They continuously moved from place to place and made contacts only in the most secure places. These subjects have been extremely security conscious and have been taking increasingly evasive tactics to avoid surveillances and recognition, even changing their physical appearances to effect this end. Their contacts have been limited to the most trusted Communist Party members and other members of the underground. All of these factors made surveillances practically impossible lest the subjects become aware of our interest in them.

Saul Wellman has been considered one of the most important underground operators in the Detroit area and has been more security conscious than any of the others. He has employed extreme measures to avoid surveillances. In view of these tactics and for security reasons the Detroit Office had been unable to locate his most recent residence. Special Agent Brannick's alertness in recognizing Wellman on the evening of September 16 and in recognizing [redacted] on the morning of September 17 undoubtedly was a principal contributing factor to the apprehension of Wellman. b6 b7C

It is further observed that an outstanding job of over-all supervision was performed by SAC Scheidt in completing these apprehensions successfully. SAC Scheidt was fully aware of the unusual problems presented in locating the three underground subjects and the necessity for having them available for apprehension on September 17. He used every possible means to successfully overcome these problems. Mr. Scheidt was charged with the responsibility of planning the apprehensions and handling the numerous administrative details in connection therewith.

#### RECOMMENDATIONS:

(1) In consideration of the above observations and the resulting successful apprehensions on September 17 the Bureau concurs in the recommendations made by SAC Scheidt that letters of commendation be forwarded to ASAC Donald E. Moore and Special Agents Harvard E. Heystek, Mortimer C. Watson, William Leon Smith and Charles E. Ghent.

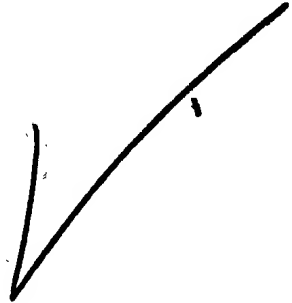
(2) In view of the excellent investigative work performed by Special Agent Brannick which undoubtedly lead to the successful apprehension of Wellman, the Bureau concurs in SAC Scheidt's recommendation that Special Agent Thomas L. Brannick be awarded a meritorious increase in salary.

(3) It is recommended that a letter of commendation be directed to SAC Scheidt in view of his outstanding job of over-all supervision of these apprehensions as observed above.

**ACTION:**

|| Provided you approve, this matter should be referred to  
the Administrative Division for appropriate action.

Jaeger  
7/14  
9/19



OK.

11'

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Glavin

DATE: 9-19-52

FROM : H. L. Edwards

SUBJECT: COMMUNIST PARTY, USA - BRIEF  
 (Prosecution of Additional Communist  
 Functionaries Under the Smith Act)  
 Internal Security - C.  
 Letters of Commendation and Meritorious Increase  
 in Salary.

In connection with the recent apprehensions of Communist Party functionaries in the Detroit, St. Louis, Seattle and Los Angeles Divisions, SAC Scheidt of the Detroit Office has made the following recommendations:

SAC Scheidt has recommended that a meritorious increase in salary be afforded Special Agent Thomas L. Brannick for his outstanding work on this matter. SAC Scheidt advised that Agent Brannick, while in the general area of the hideout of one of the subjects, Saul Laurence Wellman, on the evening of 9-16-52 observed Wellman after his whereabouts had not been known for a period of one week. While other Agents subsequently located Wellman's car parked in the general area Brannick was the only Agent who observed Wellman that night, thereby enabling the entire area to be placed under close surveillance. SAC Scheidt advised that at 8:30 a.m. on 9-17-52, while the other subjects were being arrested, Agent Brannick while conducting a surveillance in the area of Wellman's hideout, observed and recognized [redacted] a known contact of Wellman. Brannick immediately placed [redacted] under surveillance and within a matter of minutes Wellman joined [redacted] at which time Wellman was apprehended. Wellman was considered one of the most important individuals in the Communist Party underground in the Detroit area; he has been more security conscious than any of the other subjects and has employed extreme measures to avoid surveillances. In view of these tactics and for security reasons the Detroit Office had been unable to locate his most recent residence. Agent Brannick's adeptness in recognizing Wellman on the evening of September 16 and in recognizing [redacted] on the morning of September 17 undoubtedly was a principal contributing factor to the apprehension of Wellman.

#### Justification for Meritorious Increase

It is believed that SA Brannick's performance conforms with one of the standards for Superior Accomplishment which provides as follows:

"(d) A special act or service in the public interest, related to official employment, over and above normal position

LRH

44006 10 20 52  
 5-000

Memorandum to Mr. Glavin - continued

requirements of an unusual or distinctive character, where its recognition as a basis for an additional advancement would serve as a definite incentive to others."

If the recommendation for a meritorious increase is approved for Agent Brannick, it is suggested that the following be submitted to the Awards Committee of the Department in justification:

Agent Brannick's extremely important work performance has been in the field of national defense in the development of highly confidential information essential to the internal security of the United States, which information would not otherwise have been available and which resulted in the savings of considerable investigative time by other Agents. Although the details of the services performed by this Agent cannot be divulged for security reasons, it is believed his performance has exceeded the normal requirements of his position and is deserving of special recognition.

SA Brannick's record as a Bureau employee

A review of Agent Brannick's file reflects he entered on duty with the Bureau on 1-9-50 as a Special Agent in grade GS-10, \$5000 per annum. He has served in the Albuquerque and Washington Field Offices and was transferred to the Detroit Office on 3-28-52. He was reallocated to grade GS-11, \$5940 per annum on 1-20-52. On 3-31-52 SAC Hood rated him Satisfactory. His overtime average for October, 1950 was 1 hour, 24 minutes, November 1 hour, 4 minutes, December 1 hour, 21 minutes and March, 1952, 1 hour, 11 minutes and August, 1 hour 14 minutes. A PERMANENT BRIEF OF HIS PERSONNEL FILE IS ATTACHED.

SAC Scheidt also recommended that the following be commended by letter for their splendid participation in the investigations and apprehensions in the Detroit Division:

ASAC Donald E. ~~Moore~~  
SA Mortimer C. ~~Watson~~  
SA Charles E. ~~Ghent~~

SA Harvard E. ~~Haystek~~  
SA William Leon ~~Smith~~

|| Mr. Belmont and Mr. Ladd concur in these recommendations.

RECOMMENDATION

It is recommended that SA Brannick be afforded a meritorious increase in salary in grade GS-11 from \$5940 to \$6140 per annum as a reward for his superior accomplishment.



Memorandum to Mr. Glavin - continued

It is also recommended that the Special Agents recommended by SAC Scheidt be commended by letter for their work on this matter.

If you approve, the appropriate letters are attached.

7-19-52  
Recommendations for commendatory action received from the SACs of the Seattle, Los Angeles and St. Louis Offices are being handled separately and will be sent through today.

Attachments

I agree  
9-19

←

I agree  
9/19

I agree

9/19

HLE  
9/19

I concur  
K.

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Director, FBI

DATE: November 6, 1952

FROM : SAC, Detroit

SUBJECT: DONALD E. MOORE - ASAC  
REQUEST FOR ANNUAL LEAVE

Enclosed herewith are leave slips submitted by ASAC MOORE for 80 hours of Annual Leave to commence 8:30 AM, December 1, 1952.

ASAC MOORE is especially desirous of securing this leave inasmuch as Mrs. MOORE is expecting the birth of a child during the first week of December and the doctor has indicated that there may be certain complications.

UACB this leave will be taken by ASAC MOORE.

DEM:MD

Enclosures (2)

RECORDED - 45

67-191804-128

SEARCHED  
Number

12 NOV 21 1952

FEDERAL BUREAU OF INVESTIGATION

66 NOV 21 1952

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON ✓  
 FROM : J. P. MOHR  
 SUBJECT: DONALD E. MOORE  
ASAC, Detroit Division

DATE: 11/26/52

Tolson ✓  
 Ladd \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Clegg \_\_\_\_\_  
 Glavin \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tracy \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Tele. Rm. \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Gandy \_\_\_\_\_

Mr. Moore called today and stated he had just received word that SAC Scheidt would be out of the office for several weeks due to illness. Moore stated that he had leave scheduled for the week beginning December 1, 1952 in view of the fact that his wife was giving birth to a baby and the baby was due during the week of December 1. Moore said he has a boy eight years old. He stated that his wife has a blood RH factor which makes the second child birth extremely serious and for that reason he did want to be with her at the time of the birth.

Moore stated in view of the fact that Scheidt was not returning to the office he would like to be permitted to leave the office immediately in the event of the child's birth to be with his wife. He said for short periods of time it may well be that he will be absent from the office during this period. Moore stated, however, he wanted it understood that he will be running the office, he will be within telephone call and he merely wanted to point out the situation because there might be a half hour delay in contacting him at the most.

I told Moore that the arrangements described by him would be entirely satisfactory. He said he would submit amended leave slips for any leave he took for the purpose of being with his wife during this period of time.

of course

JPM:DW  
 CC - Mr. Glavin

RECORDED-38

129

67-191804-129
Searched _____
Numbered _____ 120
12 DEC 3 1952
FEDERAL BUREAU OF INVESTIGATION

DEC 3 1952  
 DEC 3 1952  
 DEC 3 1952

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Director, FBI

DATE: 12/29/52

FROM : SAC, Detroit

SUBJECT: <sup>0</sup> DONALD E. MOORE, ASAC (Employee)  
PERSONNEL STATUS CHANGEDETROIT (Division)ADDRESS AND PHONE CHANGE:

Present phone: \_\_\_\_\_ (City)

Present address: \_\_\_\_\_

MARITAL STATUS:

Married to \_\_\_\_\_

On \_\_\_\_\_ at \_\_\_\_\_

Remarks:

BIRTHS:Girl named  Boy named \_\_\_\_\_ b6Born on 12/25/52 at Detroit, MichiganTo employee and Mrs. Donald E. MooreThis is their second child.

Remarks:

RECORDED-33

ES:MJF

85 JAN 29 1953

67-191804-130	
Searched .....	.....
Numbered .....	122.....
14 JAN 5 1953	
FEDERAL BUREAU OF INVESTIGATION	

THREE

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

CC-5a

11-13-52

I certify that I have received the following Government property for official use:  
~~returned~~

New Commission Card with case # 190

ASAC

RETURNED

Old Commission Card with case # 190

ASAC

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

DEC 18 1952

61

*W. T. ...*

FILE  
WRG

FEB

Very truly yours,  
NOT RECORDED-18

*Donald E. Moore*

Donald E. Moore  
Special Agent

BEST COPY AVAILABLE

December 31, 1952

Mr. Donald L. Moore  
Federal Bureau of Investigation  
Detroit, Michigan

Dear Mr. Moore:

In connection with the case entitled, "[redacted] et al, Interstate Transportation of Stolen Property," it has been noted that you failed to immediately advise the Bureau by appropriate expeditious means of the fact that erroneous identifying data had been reported by the Detroit Office regarding one of the subjects. The information submitted regarding this matter has been carefully reviewed, and it is felt that under the circumstances and in view of the publicity which could be anticipated concerning this case, you should have immediately informed the Bureau of this erroneous data by telephone or teletype when you became aware of it instead of furnishing this information by letter as you did.

In view of your failure to adequately discharge your responsibilities in this instance, you are being placed on probation. It is expected that in the future you will keep the Bureau appropriately informed in a situation such as this so that there will be no necessity of such a failure having to again be called to your attention.

Very truly yours,

J. Edgar Hoover

John Edgar Hoover  
Director

WHT  
FBI  
SAC, Detroit (F & C)  
Leave  
Movement  
Mrs. Hackerman  
Miss Gillion (sent direct)  
SAC Detroit Field Office File

You should closely supervise the services of this employee and submit a special performance rating on him at the expiration of 90 days together with your recommendation as to his removal from probation.

b6  
b7c

DEC 31 6 14 PM '52

U.S. DEPT. OF JUSTICE

RECEIVED

MAILED 11  
JAN 2 1953  
COMM-FBI

Mr. Tolson  
Mr. Ladd  
Mr. Nichols  
Mr. Belmont  
Mr. Clegg  
Mr. Glavin  
Mr. Harbo  
Mr. Rosen  
Mr. Tracy  
Mr. Laughlin  
Mr. Mohr  
Tele. Rm.  
Mr. Holloman  
Miss Gandy

20

# Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Ladd

DATE: December 11, 1952

FROM : A. Rosen *AR*

SUBJECT: SIDNEY BERGMAN, et al  
INTERSTATE TRANSPORTATION OF STOLEN PROPERTY

## SYNOPSIS:

*ac 1-1*  
*ac 11-1.4*  
[redacted] was arrested by Bureau Agents, Washington, D. C., on November 19, 1952. Information concerning another [redacted] who was not identical with the subject, was contained in a report submitted by the Detroit Office. This erroneous information was utilized by the Bureau prior to being advised by the Detroit Office. Detroit failed to correct this erroneous data promptly, although they had sufficient time to do it prior to his apprehension. b6  
b7C

Letters of censure be sent to ASAC Donald E. Moore and SA Barron T. Conklin recommended.

Appropriate corrections have been made at the Seat of Government in all reports and instructions have been issued that all field offices correct their copies.

## PURPOSE:

To recommend that letters of censure be directed to ASAC Donald E. Moore and SA Barron T. Conklin for providing erroneous identifying information to the Bureau regarding [redacted] and for failure to correct this error prior to [redacted] apprehension by Agents of the Washington Field Office. b6  
b7C

## BACKGROUND:

This investigation involves the theft and interstate transportation of automobile parts stolen from the Willys Overland Company, Toledo, Ohio. Bureau Agents arrested three subjects on November 19, 1952, and one subject on November 20, 1952. Automobile parts having a value in excess of \$1,000 were recovered by Bureau Agents in Detroit, Boston and Baltimore.

Attachment  
cc: Mr. Glavin  
EHW: jlt

RECORDED - 44

187-18981-12

DEC 11 1952

RECEIVED - FBI

RECEIVED - FBI

Memorandum to Mr. Ladd

FACTS:

The Detroit Division by the report of SA Robert W. Molloy dated November 14, 1952, furnished to the Bureau identifying data in regard to the subjects in this case and set out that [redacted] was an attorney who had served as legal advisor for the Michigan Department of State from 1939 to 1943 and had been appointed by the governor to the State Labor Mediation Board. It was reported that [redacted] had held this job until February of 1951 and that he had been entirely removed from the State Labor Mediation Board in May of 1951 by Governor G. Mennen Williams. This information does not relate to the subject in this case and was erroneously attributed to him. b6 b7C

The Detroit Division ascertained on November 18, 1952, that [redacted] who did serve on the Labor Mediation Board for the State of Michigan, was not identical with the [redacted] in this case and an air mail letter was directed to the Bureau advising of this error in identification.

The [redacted] who was arrested by Agents of the Washington Field Office at the Statler Hotel on November 19, 1952, in connection with the simultaneous arrests and seizures of automobile parts in this case in the New York, Boston and Baltimore Offices was a different person.

Detroit letter dated November 18, 1952, advising of the inaccurate identification of [redacted] was received at the Bureau on November 20, 1952, and was received in the Investigative Division on December 1, 1952, at 2:25 p.m. An airtel was immediately directed to Detroit on December 1, 1952, requesting explanation as to why inaccurate information had been furnished to the Bureau, as well as why the Bureau had not been immediately advised by a more expeditious means. b6 b7C

A review of the Bureau file in this case reflects that on November 19, 1952, prior to the apprehension of [redacted] by the Washington Field Office, the Bureau received two urgent teletypes from the Detroit Division in regard to this case, although no mention was made of the error that had been committed by them.



Memorandum to Mr. Ladd

Between the period of November 18, and December 1, 1952, numerous communications and telephone calls were received from Detroit; however, the Bureau's attention was not directed to the inaccurate information contained in the Detroit report at any time.

Following the apprehension of the subjects in this case, a letter was directed to the Attorney General on November 21, 1952, at which time the erroneous identifying data concerning [redacted] which had been furnished to the Bureau by the Detroit Office was made available to the Attorney General. b6 b7C

RECOMMENDATIONS:

It is recommended that the following letters of censure be sent:

1. To Special Agent Barron T. Conklin for his failure to furnish correct information in an investigative report. He should have definitely established the background of the subject before furnishing misinformation to the Bureau concerning possible employment on the part of the subject.

2. To ASAC Donald E. Moore for his failure to immediately advise the Bureau by telephone or teletype upon his discovery of the erroneous information in the report.

No letter of censure is being recommended for Supervisor Robert W. Molloy of the Detroit Office, inasmuch as Supervisor Molloy utilized in the investigative report information furnished to him by SA Conklin and that he had no reason to doubt the accuracy of this information. Immediately upon learning the fact that the information was inaccurate he immediately brought this matter to the attention of ASAC Moore.

That the attached letter to the Attorney General go forth furnishing the information which has been established as a result of correct information having been obtained in this matter.

Memorandum to Mr. Ladd

The erroneous information was not contained in the Bureau's press release in this case. Mr. Wick of Mr. Nichols' Office advised, however, that an inquiry made by William Brady of the Times Herald was answered to the effect that [redacted] the subject who was arrested, at one time had been employed with the Michigan State Labor Mediation Board. A short statement to this effect was contained in a news story at the end, in one of the editions of the Times Herald.

b6  
b7C

All copies of reports at the Seat of Government have been corrected and all offices receiving copies have been instructed to correct their copies.

It is also recommended that an explanation be obtained from the Record Section as to why it took from November 20, 1952, to December 1, 1952, to process and forward to the Investigative Division Detroit letter dated November 18, 1952, it being noted that had this letter been handled expeditiously by the Record Section the incorrect information furnished to the Attorney General on November 21, 1952, might not have been so furnished.

*Memorandum to Mr. Ladd  
12-16-52 704/nnm  
Letter to Atty Gen 12-17-52  
704/nnm*

*[Signature]*



United States Department of Justice  
Federal Bureau of Investigation  
Washington, D. C.



Director  
Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of \$10, payable to the Chief Clerk of the FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Chief Clerk of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

Name MRS DONALD E. MOORE Relationship WIFE Date 11/20/52

Address 13957 STARKLIN, DETROIT 23, MICH.

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in line of duty.

Name SAME AS ABOVE Relationship \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_

61-Not Recommended

69 FEB 10 1953

Very truly yours,

Donald E. Moore  
Special Agent

NAME: DONALD E. MOORE

He *Hand* ✓ G  
TITLE: ASSISTANT SPECIAL  
AGENT IN CHARGE

EOD: MARCH 10, 1941

GRADE: GS-13 \$8560

INSPECTOR STEIN: Special Agent in Charge Scheidt was absent during the entire inspection so Assistant Special Agent in Charge Moore submitted the answers to all of the memoranda and case writeups. He assumed this responsibility with an excellent spirit and worked long hours during the inspection.

Moore is above average in intelligence but is not yet fully familiar with the administrative duties in an office. He had been in the Bureau for a number of years prior to being designated Assistant Special Agent in Charge in Detroit and, therefore, was not familiar with office administration.

With more experience as an Assistant Special Agent in Charge, he should be considered for the position of a Special Agent in Charge in some small office.

Moore has been ASAC in Detroit since December, 1951. Due to the numerous delinquencies found during the Detroit inspection, I have recommended that he be placed upon probation because he is partly responsible for them.

*Being handled separately  
by Insp. & Insp. (Stein)  
(per Insp. 70H  
2/5/53)*

42  
INSPECTION REPORT  
DETROIT DIVISION  
INSPECTOR STEIN  
JANUARY 28, 1953  
1953

67-NOT RECORDED-14

3-g 70H

CASE WRITE-UPS

INSPECTOR STEIN: In some of the case write-ups the excuse was given for not giving the cases prompt attention, the lack of personnel. Did you advise the Bureau that you needed additional personnel, and if so, on what dates, and by what method?

ASAC MOORE: On January 4, 1952, the total investigative personnel assigned to this division, as reflected in the monthly administrative report submitted on this date, was 197. On January 23, 1952, it was recommended to the Bureau that 25 additional Agents be transferred to this office at an early date. This request was contained in Detroit letter captioned "Request for Approval of Assistant Supervisors - Detroit Division." By letter dated February 21, 1952, captioned "Supervisory Organization - Detroit Division," the Bureau advised that our request for 25 additional Agents would be borne in mind and would be granted when it was possible to do so.

The monthly administrative report submitted February 4, 1952, reflects our total investigative personnel as of this date was 195 and on March 5, 1952, it was 196. On April 3, 1952, the total investigative personnel was 203.

By letter dated April 18, 1952, captioned "Delinquency in Security Investigations," this office urgently recommended that the Bureau give immediate consideration to transferring 25 Special Agents to this office. It was recommended that if this was not possible, the Bureau assign at least 25 Agents to Detroit on special assignment until the coverage necessary in connection with the [redacted] investigation could be reduced. It was pointed out in this regard that it was believed this request constituted a necessary minimum. For the following months the monthly administrative reports reflected our total investigative personnel as follows: May 3, 1952, 199; June 4, 1952, 197; July 3, 1952, 205; August 5, 1952, 213; and September 4, 1952, 207.

b6  
b7C

CUS:MD  
JANUARY 23, 1953

Since August, the Agent personnel in this division has increased and the monthly report for December 4, 1952, showed our total investigative personnel as 242.

It is noted that from the time our original request was submitted on January 23, 1952, until September 4, 1952, we had a net increase of 10 Agents. During this time we were called upon to conduct intensive investigation in connection with the [ ] and [ ] cases. The heavy manpower requirements in connection with these matters were what prompted our additional request of April 13, 1952. In September, 1952, this office apprehended 6 Smith Act subjects, and, of course, prior to their apprehensions and at the time of the apprehensions, it was necessary to use a great amount of manpower to insure their apprehensions could be effected. Almost the entire investigative personnel of the office was utilized in some manner in connection with the actual apprehensions on September 17, 1952. b6 b7C

It is desired to state that while an enormous amount of manpower was utilized in connection with the [ ] and Smith Act cases, it is felt this use was entirely necessary and was definitely sound. This office has in all apprehended 8 Smith Act subjects. We have no missing Smith Act subjects. As the result of our investigative efforts and use of manpower during this time, we are not now required to conduct investigation to locate any missing Smith Act subjects from this district and we are not requesting other divisions to utilize their investigative personnel in attempting to locate any Smith Act subjects from this district. It is felt that over a period of time our expenditure of manpower in this connection will result in an immense saving of investigative time.

It is noted that the investigative personnel of this division has increased. It is also noted that during the period from June, 1952, through November, 1952, we were able to bring our security delinquency down from 78 per cent to 54 per cent. This was true in spite of the fact that during this period of time we were called upon to apprehend our Smith Act subjects.

In connection with our personnel, it is also desired to point out that at the same time we received our large increase in Agent personnel, we suffered a sharp decline in clerical personnel and, in view of the economy measures necessary by the Bureau, it was impossible to replace all of these clerical

personnel. For a period of time, we had a net decrease of 11 clerical personnel. In all, since July, 14 employees in the Chief Clerk's Office have resigned and we have secured replacements for only 7 of these. While we have always tried to get along with a minimum of clerical personnel and certainly have tried to in connection with the Bureau's problems at this time, it is believed this has had some affect on our failure to cut our delinquency even further.

Our action in regard to the utilization of our available personnel has been toward what we felt was the proper action, not only as of that time, but for the future.

b6  
b7C

[REDACTED]

**SELECTIVE SERVICE ACT, 1948**  
**Detroit File 25-40089**

**INSPECTOR STEIN:**

Refer to case write-up of December 11, 1952.

This case was assigned to SA V. LEMAR CURRAN on June 26, 1952. No report was submitted until December 12, 1952.

An explanation is requested from Supervisor **BRADLEY and ASAC MOORE** as to why this case was permitted to become so delinquent and why no report had been submitted sooner.

**SUPERVISOR BRADLEY:** Immediately upon the indictment of subject, he was apprehended and inducted into the U. S. Army during July 1952. In August, 1952, following the induction of subject, the United States Attorney's Office had the indictment nolle prossed. This case was regularly followed and I was at all times aware of the progress of the case as above described. The case was promptly handled by Special Agent CURRAN from its inception until subject was inducted and the indictment was nolle prossed. I was aware that the submission of a report was delayed and on several occasions I reminded Agent CURRAN that a report should be submitted at the earliest possible date. However, I was also aware of the heavy case load of Special Agent CURRAN and knew that he was handling expedite matters, not only in his Resident Agency, but also frequently in adjoining territory. Knowing that the investigation had been promptly handled and knowing Special Agent CURRAN's heavy work load, it was not felt that priority should be required in submitting a report in a case involving no prosecution when other more urgent cases needed attention.

The delay in the submission of a closing report is regretted and every effort will be exerted to preventing a recurrence of delays of this nature.

**JANUARY 22, 1953**  
**CHS:GN**



ASAC MCORE:

As stated by Supervisor BRADLEY,  
Special Agent CURRAN, as well as other  
investigative personnel of this division,  
had a heavy case load at this time and every attempt was made  
to handle investigations as promptly as possible, bearing in  
mind the total case load of the division and the available  
personnel. The fact that there was a delay in submitting a  
closing report in this case is regretted and every attempt will  
be made to prevent a recurrence of such a delay.

DOMINICK JOSEPH DRISINI, dba  
Don's Plumbing and Heating Company  
NATIONAL BANKRUPTCY ACT  
Detroit File 49-1047

INSPECTOR STEIN:

Refer to case write-up of December 12, 1952.

An explanation is requested of Supervisor  
BRADLEY and ASAC MOORE as to why this case was not reassigned when it  
was obvious that SA CHARLES A. RHEGNESS could not afford it attention.

SUPERVISOR BRADLEY: As noted in my original response to this  
case write-up, this case was not re-assigned  
because I was interested in giving Special  
Agent RHEGNESS a chance to work a National Bankruptcy Act case  
and, secondly, due to the fact that there were no qualified  
Agents available who could have afforded this case immediate and  
continuous investigative attention.

ASAC MOORE:

This division has attempted to  
investigate promptly all possible matters.  
However, it has been necessary to take  
into consideration in each case the available personnel and  
more expedite investigations. Every effort will be made to  
prevent any unnecessary delay in connection with any investi-  
gation.

JANUARY 22, 1953  
CWS:GN

[REDACTED] b6  
b7C  
with aliases; et al  
INTERSTATE TRANSPORTATION OF  
STOLEN MOTOR VEHICLE; INTERSTATE  
TRANSPORTATION OF STOLEN PROPERTY;  
IMPERSONATION  
DETROIT FILE 26-12889  
BUREAU FILE 26-140996

INSPECTOR STEIN:

Refer to the case write-up of  
December 3, 1952.

An explanation is desired from  
Supervisor MOLLOY as to why he did not re-assign this case  
when it was obvious that it was delinquent and that Special  
Agent KNOTT's case load was so heavy that he was unable to give  
it proper attention.

An explanation is also requested  
from ASAC MOORE.

SUPERVISOR MOLLOY:

It was known to the writer that during  
the time this delinquency occurred all  
of the personnel were heavily loaded and  
there was no one in the territory to whom it could be assigned.  
In certain instances the writer re-assigned cases to road trip  
Agents who were themselves so heavily loaded that they were  
unable to immediately handle the investigation. An example of  
this is set forth in the case write-up concerning "UNKNOWN  
SUBJECT. Was, [REDACTED] b6  
b7C

[REDACTED] - FUGITIVE - ITSP, Detroit File 87-1935, Bureau File  
87-16599."

ASAC MOORE:

As stated by Supervisor MOLLOY, during  
the period the delinquency occurred in  
this matter all investigative personnel  
in this division were heavily loaded and, considering the over-all  
case load of the division and the available personnel, we were not  
able to have an Agent handle this specific case. Every effort will  
be made to conduct all investigations in this division as promptly  
as possible.

CWS:MD  
JANUARY 22, 1953

HUDSON HOME SUPPLY COMPANY;

[redacted] President;

wa. [redacted] Manager

b6  
b7C

NATIONAL BANKRUPTCY ACT;

MAIL FRAUD

Detroit File 49-1041

Bureau File 49-12415

INSPECTOR STEIN:

Refer to case write-up of December 12, 1952.

An explanation is desired of Supervisor BRADLEY and ASAC MOORE as to why this case was not reassigned when SA(A) EDWARD V. SCHAUH was unable to give it attention due to pressure of other work.

SUPERVISOR BRADLEY: This case was unassigned for two months after its receipt because no Agents qualified to handle a bankruptcy investigation were in a position to institute the investigation. As of September 7, 1951, it must have been apparent to me that there was little or no change in the volume or urgency of the work assigned to any of the Agents to whom this case could be assigned. I therefore assigned the case to Special Agent SCHAUH, recognizing first that he would be able to institute the investigation as soon as any other Agent whom I felt was qualified to work a case of this type.

Although Agent SCHAUH had not previously investigated a bankruptcy case, I felt that he had reached the point in his training where he could institute and bring to a successful conclusion a case of this type. This case was not thereafter re-assigned due to the continuing heavy work load of qualified Agents and my desire to see that Special Agent SCHAUH had an opportunity to work a bankruptcy case.

ASAC MOORE: As stated by Supervisor BRADLEY this case was considered in connection with our available investigative personnel and our total case load and was not investigated previously because of more expedite investigations. Every attempt will be made to handle all of our investigations in a prompt manner.

JANUARY 22, 1953

CWS:GWH

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**DRIDERY**  
**DETROIT FILE 53-146**  
**BUREAU FILE --**

**INSPECTOR STAIN:**

Refer to the case write-up of  
December 10, 1952.

An explanation is requested from  
Supervisor HOLLOY as to why he did not note that reports failed  
to reflect the Subject's description when the Agent to whom the  
case was assigned talked to at least one individual who knew  
the Subject.

from ASAC MOORE.

An explanation is also requested

**SUPERVISOR HOLLOY:**

The writer can think of no reason why  
the lack of a description was not noted,  
except to state that in view of the  
request to defer interview with subject, it was perhaps felt  
that a more complete and accurate description would be obtained  
and set out at that time. Every effort will be made to prevent  
a recurrence.

**ASAC MOORE:**

The supervisory personnel of this  
division are well aware of the Bureau's  
requirements concerning reports and  
the necessity for careful reading is continually stressed.  
Every effort will be made to prevent a recurrence of errors of  
this sort.

CWS:MD  
JANUARY 22, 1953

[REDACTED] - FUGITIVE  
PROBATION VIOLATOR  
DETROIT FILE 76-1290  
BUREAU FILE --

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b7c

INSPECTOR STEIN:

Refer to the case write-up of  
December 10, 1952.

An explanation is requested from  
Supervisor MOLLOY as to why he did not note the extreme delay  
in the submission of the Fugitive Form Letter to the Bureau.

An explanation is also requested  
from ASAC MOORE.

SUPERVISOR MOLLOY:

At this time the writer has no  
specific recollection of the sequence  
of events in this particular case. It  
is entirely possible that for various reasons the file did not  
get pulled on tickler for review or that it was reviewed but  
that the delay in submitting the Fugitive Form Letter was  
inadvertently not noted. The writer can say no more than, as  
already stated, he will make every effort within the realm of  
human capacity to avoid such omissions in the future.

ASAC MOORE:

The various supervisors in this division  
are well aware of the Bureau's requirements  
concerning Fugitive Form Letters and  
are instructed to make every effort to see that Bureau require-  
ments are met. The failure in this case is sincerely regretted  
and every attempt will be made to prevent recurrences.

CMS:MD  
JANUARY 22, 1953

UNKNOWN SUBJECT: Was. [REDACTED]

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[REDACTED] - FUGITIVE  
INTERSTATE TRANSPORTATION OF STOLEN  
PROPERTY  
DETROIT FILE 87-1935  
BUREAU FILE 87-16599

INSPECTOR STEIN: Refer to the case write-up of  
December 13, 1952.

An explanation is requested from  
Supervisor MOLLOY as to why he did not re-assign this case  
when he first noted that it was becoming delinquent and that  
the Agents to whom it had been assigned could not handle it due  
to their heavy assignment of other cases.

ASAC MOORE: An explanation is also requested from

SUPERVISOR MOLLOY: This case was re-opened May 23, 1952.

Upon coverage of Detroit leads, the case  
was re-assigned to former Special Agent  
MARCUS E. SHARPE to cover the Jackson lead in the San Antonio  
report of June 9, 1952. When Agent SHARPE apparently could not  
handle the lead, it was re-assigned to a road trip Agent on  
August 6, 1952 and six days later, re-assigned to another road  
trip Agent. Neither of these Agents, however, due to other  
investigations, were able to cover the lead and in the absence  
of any one else in the territory, it was re-assigned to former  
Special Agent SHARPE, the Resident Agent at Jackson, to handle.  
This, I believe, exemplifies the diligent efforts made to get  
matters handled despite the heavy case load for available  
personnel at this time.

ASAC MOORE: It is noted that both Agents stationed at  
Jackson, Michigan, resigned from the Bureau  
during the period of this investigation.

CMS:MD  
JANUARY 22, 1953

It is noted that various Agents assisted in covering the work in this territory and every effort was made to handle the work with due consideration to the total pending investigative work of the office and the available investigative personnel. Every attempt will be made to handle our investigations in a prompt, efficient manner.



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[redacted] Was  
SECURITY MATTER - C  
INTERNAL SECURITY ACT, 1950  
DETROIT FILE 100-16641  
BUREAU FILE 100-358368

INSPECTOR STEIN:

Referring to the case write-up of December 9, 1952, an explanation is requested from Supervisor SMITH as to why this case was not re-assigned from Special Agents NESBITT and BALDWIN during the time that it was delinquent and they were engaged in other duties which prevented their giving attention to this case.

ASAC MOORE.

An explanation is also requested from

SUPERVISOR SMITH:

I was unable to re-assign this case to a Special Agent who could handle it promptly because of the unusually heavy drain of manpower as the result of the [redacted] and [redacted] surveillances and the apprehension of the Detroit Smith Act subjects. At the time I re-assigned this case to Special Agent BALDWIN, it appeared that he would be able to handle the case promptly. However, the investigation and surveillances pertaining to the Smith Act cases increased shortly after this time and it was therefore impossible for him to handle it. Other personnel were similarly tied up at this same time.

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ASAC MOORE:

This case was considered in connection with our available personnel and total case load and it was felt that other investigations deserved priority. Every attempt will be made to prevent any undue delinquency in the handling of any investigative matter in this division.

CWS:MD  
JANUARY 22, 1953

[REDACTED] b6  
b7C  
SECURITY MATTER -- C  
INTERNAL SECURITY ACT OF 1950  
Detroit File 100-16936  
Bureau File, none available

INSPECTOR STEIN:

Refer to case write-up of December 10, 1952.

This case was assigned to SA BARTHOLOMEW J. BALDWIN on January 10, 1952, and reassigned July 23, 1952, to SA JOSEPH E. TEMPRO. They both explained that they were unable to give it attention due to pressure of other work.

An explanation is requested from Supervisor IRVING R. ANDERSON and ASAC MOORE as to why the case was not reassigned when it was obvious that Agent TEMPRO could not give it attention. The importance of keeping this case in a current status should have been obvious when the Subject is employed in a key facility in which the U. S. Air Force is interested.

SUPERVISOR

I. R. ANDERSON:

This case was not reassigned because the available personnel were already heavily assigned and were handling other cases requiring a higher priority for attention. The heavy case load for the investigative personnel was the result of the following:

1. From the time of the original assignment of this case until September, 1952, a great number of Security Squad Agents were utilized in the [REDACTED] and Detroit Smith Act Subject surveillances. b6  
b7C
2. Agents not utilized in the above surveillances were utilized in LGE cases, Internal Security cases and other matters considered to be in more urgent need of investigative attention.
3. In about September, 1952, additional Agent personnel arriving in Detroit was assigned to Security work. With few exceptions, these Agents were inexperienced in Security

JANUARY 22, 1953  
CWS:GW

work and it was necessary that they be afforded training in Security work.

4. In the latter part of November, five Security Agents were utilized for about ten days on an Antitrust investigation and four Security Agents were used approximately eight days on a Fraud case. These were cases where the Bureau had specified that deadlines must be met.

A report in this case is now being typed and the report will be disseminated to OSI.

ASAC MOORE:

The delay in the submission of a report in this case is sincerely regretted. We have, however, attempted to use our available personnel to the best of our ability in handling our case load, with the necessary preference given to cases having a high priority.

[REDACTED]  
SECURITY MATTER - SWP  
Detroit File 100-17298  
Bureau File - None

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INSPECTOR STEIN:

Refer to case write-up of December 12, 1952.

It should be noted that the Subject has been active in the SWP since 1948 and that he is employed in a key facility.

An explanation is requested of Supervisor ANDERSON and ASAC MOORE as to why no active investigation was conducted in this case and proper dissemination made to the interested Government agency, noting that if he had committed some act of sabotage and the Bureau had not furnished the interested intelligence agency of his background and place of employment, it would be greatly embarrassed.

SUPERVISOR

I. H. ANDERSON:

This case was not reassigned because the available personnel were already heavily assigned and were handling other cases requiring a higher priority for attention. The heavy case load for the investigative personnel was the result of the following:

1. From the time of the original assignment of this case until September, 1952, a great number of Security Squad Agents were utilized in the [REDACTED] and Detroit Smith Act Subject surveillances.
2. Agents not utilized in the above surveillances were utilized in LGE cases, Internal Security cases and other matters considered to be in more urgent need of investigative attention.
3. In about September, 1952, additional Agent personnel arriving in Detroit was assigned to Security work. With few exceptions, these Agents were inexperienced in Security work and it was necessary that they be afforded training in Security work.

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JANUARY 22, 1953  
CWS:GW

4. In the latter part of November, five Security Agents were utilized for about ten days on an Antitrust investigation and four Security Agents were used approximately eight days on a Fraud case. These were cases where the Bureau had specified that deadlines must be met.

This case will be dictated on or before January 26, 1953, and the report will be furnished to the interested intelligence agency.

ASAC MOORE:

This case was considered in the light of our total case load and available investigative personnel, and it was felt that other investigations required prior attention. Every attempt will be made to prevent a recurrence of such delinquencies.

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SECURITY MATTER - C  
INTERNAL SECURITY ACT OF 1950  
DETROIT FILE 100-18774  
BUREAU FILE 100-370984

INSPECTOR STEIN:

Referring to the case write-up of December 6, 1952, Supervisor SMITH should explain why he did not note that copies of reports in this case were not furnished to G-2.

from ASAC MOORE.

An explanation is also requested

SUPERVISOR SMITH:

I am well aware of the Bureau's responsibilities to advise the appropriate intelligence agency in cases of this type and I have always endeavored to be alert to see that proper distribution of security matters is made. I am unable to explain as to how I inadvertently failed to note that copies of reports in this case were not furnished to G-2. As previously stated, every effort possible will be made to prevent a recurrence of this omission.

ASAC MOORE:

All security supervisors are fully aware of the Bureau's requirements concerning proper dissemination of information and every attempt will be made to prevent a recurrence. It is regretted that this omission occurred.

CWS:MD  
JANUARY 22, 1953

[REDACTED]  
SECURITY MATTER - SWP  
Detroit File 100-19140  
Bureau File - None

b6  
b7C

INSPECTOR STEIN:

Refer to case write-up of December 8, 1952.

The file reflects that Subject has been an active member of the SWP since 1950, and that the case had been assigned to two Agents for different periods since February 14, 1952, with no report ever being submitted.

An explanation is requested of Supervisor ANDERSON and ASAC MOORE as to why this case was permitted to become delinquent and why it was not reassigned when the Agents to whom it was assigned could not give it attention.

SUPERVISOR  
I. R. ANDERSON:

This case was not reassigned because the available personnel were already heavily assigned and were handling other cases requiring a higher priority for attention. The heavy case load for the investigative personnel was the result of the following:

1. From the time of the original assignment of this case until September, 1952, a great number of Security Squad Agents were utilized in the [REDACTED] and Detroit Smith Act Subject surveillances. b6 b7C
2. Agents not utilized in the above surveillances were utilized in LCR cases, Internal Security cases and other matters considered to be in more urgent need of investigative attention.
3. In about September, 1952, additional Agent personnel arriving in Detroit was assigned to Security work. With few exceptions, these Agents were inexperienced in Security work and it was necessary that they be afforded training in Security work.

JANUARY 22, 1953  
CNS:GW

4. In the latter part of November, five Security Agents were utilized for about ten days on an Antitrust investigation and four Security Agents were used approximately eight days on a fraud case. These were cases where the Bureau had specified that deadlines must be met.

In addition, it is noted that Subject  is employed as a clerk for Sears, Roebuck and Company, which is not a key facility. A report in this case was submitted on January 22, 1953.

ASAC MOORE:

This case was considered in connection with our total case load and available personnel, and it was felt that other investigations should receive prior attention. Every attempt will be made to prevent a recurrence of such a delinquency.

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[REDACTED]  
SECURITY MATTER - SWP  
Detroit File 100-19562  
Bureau File - None

INSPECTOR STEIN:

Refer to case write-up of December 12, 1952.

This case was first assigned to SA HARVEY S. JACKSON on September 19, 1951. It was reassigned to several Agents thereafter, but no active investigation has ever been conducted although the file reflects her active participation in the SWP since 1950.

An explanation is requested from Supervisor ANDERSON and AGAO MOORE as to why this case was not followed closely and why it was not reassigned when the Agent to whom it was assigned could not afford it attention.

SUPERVISOR:

I. R. ANDERSON:

This case was not reassigned because the available personnel were already heavily assigned and were handling other cases requiring a higher priority for attention. The heavy case load for the investigative personnel was the result of the following:

1. From the time of the original assignment of this case until September, 1952, a great number of Security Squad Agents were utilized in the [REDACTED] and Detroit Smith Act Subject surveillances. b6 b7C
2. Agents not utilized in the above surveillances were utilized in LCM cases, Internal Security cases and other matters considered to be in more urgent need of investigative attention.
3. In about September, 1952, additional Agent personnel arriving in Detroit was assigned to Security work. With few exceptions, these Agents were inexperienced in Security work and it was necessary that they be afforded training in Security work.

JANUARY 22, 1953  
CWS:GW

4. In the latter part of November, five Security Agents were utilized for about ten days on an Antitrust investigation and four Security Agents were used approximately eight days on a Fraud case. These were cases where the Bureau had specified that deadlines must be met.

It is also noted in this case that the Subject is a housewife and unemployed. This case will be dictated on or before January 26, 1953.

ASAC MOORE:

This case was considered in connection with our available personnel and total case load, and it was felt that other investigations deserved prior attention. We will attempt to prevent a recurrence of delinquencies such as this in the future.

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[REDACTED] Was.  
SECURITY MATTER - C  
Detroit File 100-19934  
Bureau File 100-26653

INSPECTOR STAIN:

Refer to case write-up of December 13, 1952.

Subject's file reflects that he has the reputation of being a Communist and that he received derivative citizenship in 1905. On May 28, 1952, the Bureau was advised that additional investigation would be conducted, after which consideration would be given to recommending him for the Security Index. The file reflects no investigation thereafter.

An explanation is requested of supervisor ANDERSON and ASAC MOORE as to why this case was not given prompt attention or reassigned when the Agent to whom it was assigned could not afford it attention.

SUPERVISOR  
I.R. ANDERSON

The investigation required in this case was in a remote area of the Upper Peninsula of Michigan. The Agent to whom this case was assigned had other investigative matters requiring more expeditious handling and to have a road trip Agent handle this investigation would mean the travel of approximately twelve hundred miles and in view of the case load of other Agents, it was not believed desirable to reassign the investigation to a road trip Agent. It was also believed economically unsound for such reassignment.

It is noted that a report has already been submitted in this case.

ASAC MOORE:

I am in agreement with the comments of supervisor ANDERSON. While the Resident Agent had a heavy case load, other personnel were also heavily loaded and it was not felt desirable to have a road trip Agent make the long trip to the Upper Peninsula, with resulting heavy expense, to handle this investigation.

JANUARY 23, 1953  
C-SIGH

[REDACTED] b6  
b7C  
SECURITY MATTER - C  
Detroit File 100-20595  
Bureau File - None

INSPECTOR STEIN: Refer to case write-up of December 12, 1952.

This case was assigned to one Agent from March 27, 1952 to July 9, 1952 and to another Agent since the latter date. The file reflects Subject is the President of the Cold Header Unit of Ford Local 600, United Auto Workers - CIO in Detroit and also the President of the Detroit Chapter of the National Negro Labor Council. The Ford Motor Company has been designated as a key facility. At the time of the inspection, no report had ever been submitted on the Subject. A report long ago should have been submitted so that it could have been disseminated to the proper intelligence agency and so that Subject could be considered for the Security Index.

An explanation is requested from Supervisor ANDERSON and ASAC MOORE as to why this case was not reassigned to an Agent who could give it prompt attention, instead of permitting it to become extremely delinquent.

SUPERVISOR  
I. R. ANDERSON: This case was not reassigned because the available personnel were already heavily assigned and were handling other cases requiring a higher priority for attention. The heavy case load for the investigative personnel was the result of the following:

1. From the time of the original assignment of this case until September, 1952, a great number of Security Squad Agents were utilized in the [REDACTED] and Detroit Smith Act Subject surveillances. b6 b7C
2. Agents not utilized in the above surveillances were utilized in LGE cases, Internal Security cases and other matters considered to be in more urgent need of investigative attention.
3. In about September, 1952, additional Agent personnel arriving in Detroit was assigned to Security work. With few exceptions, these Agents were inexperienced in Security work and it was necessary that they be afforded training in Security work.

JANUARY 22, 1953  
CIS:GM/SSZ

4. In the latter part of November, five Security Agents were utilized for about ten days on an Antitrust investigation and four Security Agents were used approximately eight days on a Fraud case. These were cases where the Bureau had specified that deadlines must be met.

SA LAMBERT L. ANDERSON has advised that this case will be dictated during the week of January 26, 1953. This report, of course, will be disseminated to the proper intelligence agency.

ASAC MOORE: As stated by Supervisor ANDERSON, the investigative personnel assigned to the Detroit Division has had heavy case loads and every effort has been made to handle each case with due consideration to the available personnel and the nature of each individual case. Every attempt will be made to prevent a recurrence of such delinquencies.

January 16, 1953

Mr. Donald E. Moore  
Federal Bureau of Investigation  
Detroit, Michigan

Dear Mr. Moore:

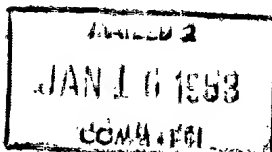
The Bureau's attention has been called to the failure of the Detroit Office to process mail properly in the cases entitled "Monitor Machine Tool Company, et al, Fraud Against the Government" and "[redacted] et al, Fraud Against the Government," while you were acting in charge of the office in the absence of the Special Agent in Charge. Such failure resulted in the Detroit Office not meeting required deadlines in these two cases. In the Monitor Machine Tool Company case twelve days elapsed before the Bureau letter reached the appropriate supervisor's desk, and in the [redacted] case there was an eleven-day delay in the Bureau letter setting the deadline reaching the supervisor's desk.

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While the Bureau has been advised that this weakness has now been remedied, if you had been more alert, it would have been detected and corrected at an earlier date. You must be more attentive to your responsibilities in the future in order to prevent a repetition of such delinquencies so that the Bureau will not again have to communicate with you concerning such derelictions.

Very truly yours,

John Edgar Hoover  
Director



RECEIVED  
JAN 16 1953  
COMM-FBI

cc: SAC, Detroit (Confidential)  
SOG, Detroit Office File

WEL:ple

20 JAN 21 1953

Tolson  
Ladd  
Nichols  
Belmont  
Clegg  
Glavin  
Harbo  
Rosen  
Tracy  
Laughlin  
Mohr  
Tele. Rm.  
Holloman  
Gandy

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Glavin

DATE: December 31, 1952

FROM : H. L. Edwards *ja*b6  
b7C

SUBJECT :

[redacted] et al  
Interstate Transportation of Stolen Property

Tolson	
Ladd	
Nichols	
Belmont	
Clegg	
Glavin	
Harbo	
Rosen	
Tracy	
Laughlin	
Nease	
Tele. Room	
Holloman	
Gandy	

SYNOPSIS*Records Section*

In connection with delay at Seat of Government from 11/20/52 to 12/1/52 in processing incoming letter in the captioned case, the Records Section attributed this delay to five non-work days during that period, absence of information indicating letter should receive expeditious handling and shortage of personnel. The Records Section pointed out recommendations were pending to discontinue leave without pay in that section as well as transfers out of the section. The Director inquired "When were recommendations made and when acted on?" A memorandum recommending that leave without pay be discontinued in Records Section after 1/15/53, that no further transfers be made from that section except in the case of qualified stenographers, and that any available personnel be transferred to the Records Section was sent through on 12/5/52. The memorandum containing these recommendations was received in Mr. Tolson's office on 12/6/52 and the recommendations were approved by him. The memorandum containing these recommendations was then routed for action to the Administrative Division where it was received on Monday, 12/8/52. Thereafter, it was routed successively to the Agent Supervisory Personnel of the Leave Unit, Placement Unit, Movement Unit and to the Personnel Officer on December 9, 10, 11 and 12, 1952, for their instruction and appropriate consideration. It was returned to Mr. Nichols' office on Monday, 12/15/52. In accordance with recommendations previously approved, attached are letters of censure to SA Barron T. Conklin and ASAC Donald E. Moore of Detroit office placing them on probation for mishandling captioned case and also letters of censure to Mr. Nichols and SA Supervisor C. L. Trotter for delay of Records Section in processing mail.

BACKGROUND

The Detroit office submitted a letter in the captioned case which was received at the Bureau on 11/20/52 but was not routed to the Investigative Division for handling until 12/1/52. Mr. Eames of FBI  
FDE:mmo

80000 - 1425

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3 PIC

Memo to Mr. Glavin (Continued)

the Records Section attributed this delay in processing this mail to the fact that five non-work days occurred during the period it was being processed, the absence of information indicating the letter should receive expeditious handling and shortage of personnel in the Records Section. It was pointed out that recommendations were pending to discontinue leave without pay in that section as well as transfers out of the section. The Director inquired, "When were recommendations made and when acted on?"

#### DETAILS

Under date of 12/5/52 Mr. C. L. Trotter, Chief of the Records Section, submitted a memorandum setting out the difficulties being experienced in the Records Section because of the increasing work load and decreasing personnel. It was recommended in this memorandum that in order to meet this situation (1) no further transfers be made from the Records Section except in the case of qualified stenographers; (2) no further leave without pay be granted in that section after 1/15/53, and (3) any available personnel from other divisions be transferred to the Records Section in order to offset losses by resignation.

The memorandum containing these recommendations was sent through on 12/5/52, received in Mr. Tolson's office on 12/6/52 and approved by him. It was then routed for action to the Administrative Division where it was received on Monday, 12/8/52. Thereafter, it was routed successively to the Agent Supervisory Personnel of the Leave Unit, Placement Unit, Movement Unit, and to the Personnel Officer, on December 9, 10, 11 and 12, 1952, for their instruction and appropriate consideration. After this was done, the memorandum was returned to Mr. Nichols' office on Monday, 12/15/52.

In accordance with recommendations that have previously been approved by the Director, there are attached letters of censure to SA Barron T. Conklin and ASAC Donald E. Moore of the Detroit office placing them on probation for their mishandling of the captioned



Memo to Mr. Glavin (Continued)

*sent* case *41 B.* ~~to the Detroit office.~~ Also attached are letters of censure to Mr. Nichols and SA Supervisor C. L. Trotter as a result of the delay from 11/20/52 to 12/1/52 on the part of the Records Section in processing the incoming communication from Detroit in this matter.

*vin* *h* *JLC*

January 9, 1953

Mr. Donald E. Moore  
Federal Bureau of Investigation  
Detroit, Michigan

Dear Mr. Moore:

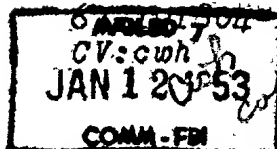
I have been advised of  
the arrival of your daughter,  
[redacted] and I want to take b6  
this occasion to extend to  
Mrs. Moore and to you my hearty  
congratulations on your good  
fortune.

It is my wish that  
your little girl's future will  
be filled with an abundance of  
all the good things your hearts  
desire for her.

Sincerely,  
J. Edgar Hoover

cc: SAC, Detroit (PAC)

cc: Mr. Kender



20 JAN 13 1953

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_

RECEIVED  
JAN 12 9 35 AM '53  
S. DEPT. OF JUSTICE  
DIRECTOR

AN 9 4 07 PM '53

TO : Mr. Glavin

DATE: 12-18-52

FROM : H. L. Edwards

SUBJECT: [redacted] et al  
Interstate Transportation of Stolen Property

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b7C

SYNOPSIS

ORIGINAL FILED 4  
The Detroit Office submitted a report on 11-14-52 which contained information reflecting that Philip Weiss, one of the subjects in the captioned case, had at one time served on the Michigan Labor Mediation Board. The information was subsequently ascertained to pertain to another [redacted] who is not identical with the subject. [redacted] subject of this case, was arrested by Bureau agents on 11-19-52 and a erroneous identifying data on him, as supplied by Detroit Office, was furnished Attorney General on 11-21-52. This erroneous data was furnished to Washington Times Herald in response to press inquiry and appeared in one news story. Detroit failed to correct erroneous data promptly although they had sufficient time to do it prior to [redacted] apprehension. Investigative Division recommends letters of censure to SA Barron T. Conklin, who was responsible for furnishing erroneous data to Bureau, and to ASAC Donald E. Moore, who failed to advise the Bureau immediately by telephone or teletype upon learning of erroneous data. No action recommended against SA Robert W. Molloy, who submitted and approved report in question since he had no reason to question accuracy of information supplied by SA Conklin. Administrative Division concurs as to ASAC Moore and SA Molloy but recommends SA Conklin also be placed on probation.

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Delay from 11-20-52 to 12-1-52 in processing Detroit letter, which corrected erroneous data, attributed by Records Section to five non-work days during that period, shortage of personnel and absence of information indicating letter should receive expeditious handling. No action recommended in connection with this delay. Appropriate action being taken to correct erroneous data originally furnished by Detroit.

There is attached a memorandum setting forth the complete details in this matter.

cc: Mr. Clegg  
Mr. Rosen  
Personnel Officer (Sent Direct)  
Personnel Files of SA's Conklin  
Molloy  
Moore  
SOG - Detroit Field Office File

FDH:mmc/jk

74  
20 JAN 16 1953

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Glavin

DATE: December 18, 1952

FROM : E. L. Edwards

SUBJECT: [redacted] et al.

Interstate Transportation of Stolen Property

Record Section

Tolson \_\_\_\_\_  
 Ladd \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Clegg \_\_\_\_\_  
 Glavin \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tracy \_\_\_\_\_  
 Laughlin \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Winterrowd \_\_\_\_\_  
 Tele. Rm. \_\_\_\_\_  
 Holloman \_\_\_\_\_  
 Gandy \_\_\_\_\_

The continuing investigation involves the theft and interstate transportation of automobile parts stolen from the Willys Overland Company. Bureau agents arrested [redacted] on 11/14/52. Automobile parts valued in [redacted] were recovered by Bureau agents in this case.

[redacted] was arrested by Bureau agents on 11/14/52. Prior to [redacted] apprehension, [redacted] had a report on 11/14/52, which set forth the various subjects in this case. [redacted] was a member of the [redacted] Department of [redacted] and had been appointed by the Governor of [redacted] to the [redacted] Board. It was reported that [redacted] was removed as head of the [redacted] Board in February, 1951. This information, [redacted] was determined on 11/18/52 to relate [redacted] with the subject of this

On 11/18/52, the [redacted] who had [redacted] was not identified with the [redacted] on air mail letter to the [redacted] This letter was received [redacted] on the [redacted] at the Bureau, [redacted] was arrested by Bureau agents on [redacted] 11/18/52. [redacted] the [redacted] concerning [redacted] which [redacted] 11/18/52. The [redacted] [redacted] in the Bureau's

67-80000-1420

Searched

Numbered

DEC 16 1952

FEDERAL BUREAU OF INVESTIGATION

Memo to Mr. Glavin (Continued)

press release in this case; however, a press inquiry received at the Bureau from the Washington Times Herald was answered to the effect that [redacted] the subject who was arrested, had at one time been employed with the Michigan Labor Mediation Board. A short statement to this effect appeared at the end of a news story in one of the editions of the Times Herald.

b6  
b7C

Appropriate corrections have been made at the Seat of Government in all copies of the Detroit report of 11/14/52 and instructions have been issued that all offices receiving copies of this report correct their copies.

#### EXPLANATION OF DETROIT OFFICE

The Detroit Office has advised that the erroneous identifying information concerning [redacted], as set out in its report dated 11/14/52, was supplied by SA. Barren T. Conklin. SA Conklin has explained that in an effort to secure any available background on various subjects in this case, he reviewed a newspaper clipping in the Detroit News, which reflected that one [redacted] age 51, had spent several years until the spring of 1951 in the field of labor relations for the State of Michigan. Inasmuch as previous information received indicated that [redacted] the subject in this case, was also about 50 years of age and had likewise worked in the field of labor relations, it was believed that the two individuals were identical. SA Conklin stated he intended this information to be dictated in the report as a probable identification; however, he inadvertently omitted the word "one," which he meant to be placed before the name. [redacted] He stated that he realizes that this was a serious error and would make every effort to see that there was no recurrence in the future.

b6  
b7C

SA Robert W. Molloy, who prepared the Detroit report of 11/14/52 and approved it in his capacity as Criminal Supervisor in the Detroit Office, advised that he had no reason to doubt the question the information dictated into this report by SA Conklin.

ASAC Donald E. Moore, acting in charge of the Detroit Office in the absence of SAC Schmidt, who is on extended sick leave, advised that when it was discovered on the afternoon of 11/18/52 that the information set out in the Detroit report submitted 11/14/52 was not

Memo to Mr. Glavin (Continued)

pertain to the [redacted] involved in this case, this fact was immediately called to his attention by SA Conklin and Supervisor Molloy. It was realized that the Bureau should be immediately advised of this information, and the question of whether a letter should be sent was considered and discussed. It was ASAC Moore's opinion at the time that an air mail communication would suffice as it was felt this would reach the Bureau and all interested offices on the following morning. Accordingly, such air mail letter was prepared and sent on the same afternoon, 11/18/32. It was ASAC Moore's impression that a special tag was placed on the letter as well as a routing slip marked for the attention of Assistant Director Rosen. He recalled that this had been done on certain communications concerning this case but could not specifically state that it was done in connection with this specific communication. (It is noted that no special tag or routing slip was attached to this letter upon its receipt at the Bureau.)

#### COMMENTS AND RECOMMENDATIONS OF INVESTIGATIVE DIVISION

The Investigative Division recommends that SA Herbert J. Conklin be censured for his failure to furnish correct information in an investigative report. Comment was made that this agent should have definitely established the background of the subject before furnishing misinformation to the Bureau concerning the subject's possible employment.

It was further recommended that ASAC Moore be censured for his failure to advise the Bureau immediately by telephone upon his discovery of the erroneous information in the report. It was pointed out that during the period between 11/18/32 and 11/22/32 numerous communications and telephone calls had been received from the Detroit Office and that on 11/18/32, after the apprehension of [redacted] two urgent telegrams had been received from the Detroit Office regarding this case. However, in none of these instances was the Bureau's attention directed to the information contained in the Detroit report.

Investigative Division recommended an action against Supervisor Molloy inasmuch as he utilized in the investigation the information furnished to him by SA Conklin, and he had no reasonable doubt the accuracy of this information. Further, he had no way of knowing that he had brought the inaccuracy of this information to the attention of ASAC Moore when he learned of it.



~~DEPT OF RECORDS SECTION IN PROCESSING MAIL~~

Mr. Eames stated that while this letter should have been processed faster there were five non-work days during the period between 11-20-52 and 12-1-52, and it was pointed out that the Records Section is finding it increasingly difficult to maintain work in a current status, particularly during holiday weeks such as this was, because of shortage of personnel. The Records Section is fully aware of this difficulty, according to Mr. Eames, and recommendations are pending to discontinue leave without pay as well as transfers out of the Records Section. He assured that every effort will be made to maintain work of the Records Section in a current status, consistent with the available personnel. *When were recommendations made & when acted on?*

THESE WERE PREVIOUSLY APPROVED.

CONCLUSIONS AND RECOMMENDATIONS OF THE ADMINISTRATIVE DIVISION H.

The Administrative Division recommends that SA Barron T. Conklin be censured and also placed on probation because of his having furnished incorrect information to the Bureau in an investigative report in this instance.

report in this instance.

*Agree 12/19*

*Agree 12/19*

*Agree 12/19*

*I agree 12/19*

*With 8 SA Conklin 12-30-58 PDH:me*

Letter to ASAC Moore  
12-31-52  
JH:ms

It is further recommended that ASAC Donald E. Moore be censured for failing to advise the Bureau immediately upon learning that the date previously furnished by the Detroit Office was erroneous.

Recommend Probation and letter of censure for Moore

Concur

12/19 L. J. [unclear] 12/19

No action is recommended against SA Robert F. Volloy since there is no reason to question the accuracy of the information furnished by SA Conklin.

Concur 12/19

Concur 12/19

Concur 12/19

It is recommended that the Attorney General be advised by the Bureau that the person involved in this case is not identical with the person formerly connected with the Michigan State Labor Union. An appropriate letter is attached should this recommendation be approved.

Concur 12/19

Concur 12/19

b6  
b7C

It is noted that the circumstances warrant re-contact with the Detroit Office for the purpose of correcting the erroneous date on [redacted] furnished in response to a press release from that paper. It is noted that this erroneous information was included in the Bureau press release on this case.

Concur 12/19

Concur 12/19

Concur 12/19

Mr. Nichols agrees 12/20

It is noted that the Bureau is processing mail in this case and that there was no information concerning the date of the press release. It is indicated that it should be noted in the Records Section. In view of this fact, it is recommended that no action be taken.

Concur 12/19

Concur 12/19

Letter to ASAC Moore 12-31-52 JH:ms



It is not felt that any change should be made in the present procedure followed by the Records Section in processing air mail communications in view of the large volume of such mail and the additional personnel and expense which would be involved if all air mail communications were to receive special handling.

*12/19* *12/19* *12/19*

PERMANENT BRIEFS OF THE PERSONNEL FILES OF SAs CONKLIN AND MOLLOY AND ALSO ASAC MOORE ARE ATTACHED.

*flc*

*I agree but it  
should be more  
carefully screened*

*12/20*

*Office Memorandum* • UNITED STATES GOVERNMENT

TO : Director, FBI

DATE: January 30, 1953

FROM : SAC, Detroit (67-7341)

SUBJECT: DONALD E. MOORE  
ASSISTANT SPECIAL AGENT IN CHARGE

~~CONFIDENTIAL~~

Attached hereto is a special report of performance rating on Assistant Special Agent in Charge DONALD E. MOORE.

In submitting this special performance rating, I wish to recommend to the Bureau that consideration be given to affording Mr. MOORE a grade raise if and when this is possible. As indicated in the narrative comments of the performance rating, I feel that he has been doing splendid work as ASAC and from time to time as acting agent in charge of this office. On the basis of his record, I think he warrants every possible consideration for a salary increase.

ES:MJF  
Enclosure

~~2-2400~~

*No action at this  
time per Ex. Conf.  
memo, 7/17/52  
JCC*

RECORDED - 5

191804-134

58

69 FEB 6 1953

*file*

## OFFICE MEMORANDUM . UNITED STATES GOVERNMENT

TO : The Director

DATE: February 4, 1953

FROM : W. R. Glavin

SUBJECT: SAMUEL K. MCKEE  
 Special Agent in Charge  
 Newark Division  
 (Under Transfer to Detroit as SAC)  
 Not on Probation

The following information is being set out for your use in the event you should see SAC McKee who has indicated he would like to see you on Thursday, February 5, 1953, for the purpose of discussing certain problems in connection with his pending transfer from Newark to Detroit. You last saw Mr. McKee on May 13, 1952. He is not on probation at the present time; however, you will recall that he was placed on probation on May 15, 1952, as a result of inequitable sharing of voluntary overtime by Agents of the Newark Office in March, 1952, during which month 102 out of 208 Agents in that office performed less than one hour per day overtime. He was removed from probation on July 24, 1952.

INSPECTIONSNewark Office

The Newark Office is currently under inspection by Mr. B. C. Brown, which inspection began on January 26, 1953, and is expected to be completed on or about February 13, 1953. The office was last previously inspected by Inspector Stein in April, 1952, at which time the various functions were rated as follows:

PHYSICAL CONDITION AND MAINTENANCE	- VERY GOOD
INVESTIGATIVE OPERATIONS	- GOOD
ADMINISTRATIVE OPERATIONS	- GOOD
PERSONNEL MATTERS	- UNSATISFACTORY
CONTACTS	- EXCELLENT

A rating of unsatisfactory was given in personnel matters due to the fact that in March, 1952, 102 out of 208 Agents in the office performed less than one hour daily overtime. As indicated above, SAC McKee was placed on probation as a result of this condition but was subsequently removed from probation on July 24, 1952.

WDH: ako

69 FEB 17 1953

Detroit Office

The Detroit Office was last inspected during December 2-17, 1952, by Mr. Stein at which time the various functions were rated as follows:

PHYSICAL CONDITION AND MAINTENANCE	- FAIR
INVESTIGATIVE OPERATIONS	- FAIR
ADMINISTRATIVE OPERATIONS	- FAIR
PERSONNEL MATTERS	- VERY GOOD
CONTACTS	- VERY GOOD

It is noted that SAC Scheidt was on sick leave during the period of this inspection and ASAC Donald E. Moore was acting in charge of the office during that period. Inasmuch as ASAC Moore was primarily responsible for many of the delinquencies found during the inspection, a letter is being directed to him advising him he is being continued on probation as a result of these delinquencies. It is noted that ASAC Moore is presently on probation because of a previous dereliction on his part in connection with another matter which is set out hereinafter. No action was recommended against SAC Scheidt as a result of this inspection in view of his impending retirement.

The results of Mr. Stein's inspection are summarized briefly as follows:

Physical Condition and Maintenance

Additional office space was needed but the SAC had been endeavoring to obtain such additional space. The floors were in need of cleaning and the walls needed repainting. A check of 24 automobiles revealed 2 defects affecting safe operation. Minor delinquencies were found in the maintenance of the Resident Agency offices at Lansing, Jackson, and Ann Arbor.

Investigative Operations

At the time of the inspection there were 3,995 pending cases in the office of which 575 were inactive. The office delinquency amounted to 35.73%. No work was pending on the stenographers' books over 5 days old. A review of 3,788 pending and closed files disclosed 18 substantive errors consisting of 11 instances of delayed investigation, 4 instances of failure to properly disseminate information, 2 instances of omission of a description, and 1 instance of a delay in submitting a fugitive form letter. The percentage of substantive errors amounted to .525 which is considered low. The office had no missing Smith Act subjects. Security informant coverage was

considered fair but criminal informant coverage was found to be inadequate as manifested by the need for regular contacts with qualified informants, the necessity for obtaining background on potential informants, the need for informants among bellhops, the necessity for emphasizing correct recording of contacts with informants, and the need for intensifying overall supervision of the informant program. Delinquency in 213 plant informant files amounted to 18.1 and in 92 instances the office had failed to meet the 30-day deadline in fugitive cases.

#### Administrative Operations

A review of 3,788 files, including 3,427 pending files and 361 closed files, disclosed a total of 608 errors of form for a percentage of .16, which is considered high. Over half of these errors were attributable to Agent personnel. Numerous delinquencies were found in the assignment card box and the road work box. 141 tickler cards were missing and a spot check of 5,000 index cards disclosed misfilings amounting to 2.22% which is considered high. Many other delinquencies were found in the card index system, such as special indices. Consolidation of files was not current although file space was badly needed. An excessive number of deficiencies were found in the various registers and in the time and attendance and leave records. Communication costs had been reduced but needed to be reduced further. The Inspector found that money ranging from \$200 to \$1,000 was kept in the locked drawer of the Assistant Chief Clerk's desk during the day. The SAC was ordered to keep this money in his safe. Statistical accomplishments in convictions and apprehensions had decreased during the first 4 months of the present fiscal year as compared with the same period of the previous fiscal year. During October and November, 1952, Agents averaged 67.5% of their time in the office, which was considered too high. The Chief Clerk's Office was reorganized during the inspection to provide more efficient operation.

#### Personnel matters

All employees passed their respective examinations and no complaints were received from personnel during the inspection. The voluntary overtime of Agents for the months of September, October and November, 1952, averaged 1 hour 39 minutes. 26 Agents had less than 1 hour overtime during 1 or 2 of these 3 months, but only 2 Agents had less than 1 hour average for the 3-month period.

Contacts

SAC Scheidt had developed 5 of the 152 SAC contacts since his arrival in Detroit on September 2, 1952, and was personally acquainted with 29 others. The office had 11 Special Service contacts. Relations between the office and various police departments and intelligence agencies in the territory were considered excellent.

SPEAKING ENGAGEMENTSNewark

During 1951 the Newark Office handled 347 speaking engagements of which SAC McKee handled 27, ASAC Commons 4, former ASAC Battle 11, and former ASAC Kaack 1. During 1952 there were 265 speeches made by this office with SAC McKee taking care of 27 and ASAC Commons 18.

Detroit

During 1951 the Detroit Office handled 231 speaking engagements of which SAC Robey handled 9, former SAC O'Connor 34, ASAC Shine 14, and ASAC Moore 1. During 1952 there were 175 speeches handled by this office of which SAC Robey made 18, SAC Scheidt 5, and ASAC Moore 25.

NATIONAL ACADEMY GRADUATESNewark

There are 97 FBI National Academy graduates in the Newark Division who are engaged in law enforcement work and are in good standing.

Detroit

The Detroit Office has 61 National Academy graduates in that territory who are engaged in law enforcement work and are in good standing.

POLICE SCHOOLSNewark

During 1951 the Newark Office conducted 36 police schools and during 1952 there were 21 such schools conducted. The office conducted 2 police schools during January, 1953.

Detroit

The Detroit Office conducted 55 police schools in 1951 and 73 such schools in 1952. During January, 1953, there were 11 police schools held in this territory.

PENDING WORKNewark

As of December 31, 1952, the Newark Office had 3,421 pending cases of which 275 were inactive. 926 cases were delinquent for a percentage of 29.43. For purposes of comparison, the general delinquency throughout the field on that date was 29.23, while the delinquency of the Newark Office at the end of November, 1952, was 26.31%.

Detroit

As of December 31, 1952, the Detroit Office had 4,033 pending cases of which 655 were inactive. 1,372 cases were delinquent for a percentage of 40.62. This compares with the general field average on that date of 29.23% and the Detroit delinquency at the end of November, 1952, of 35.79%.

STENOGRAPHIC SITUATION

No pending dictation more than 5 working days old has been reported by the Detroit or Newark Division at the end of any recent month.

AMERICAN LEGION AND PLANT INFORMANT PROGRAMSNewark

As of December 20, 1952, the Newark Office reported 446 American Legion Posts in that territory of which 67 were "rural" Posts in which no contacts are necessary under present Bureau instructions. In the remaining 379 Posts, 2,459 American Legion contacts had been developed for an average of 6.5 contacts per Post. This compares with the general field average of 6.9

As of the same date there were 503 facilities in the Newark territory and 8,513 plant informants had been developed in those facilities for an average of 16.9 as compared with the field average of 9.4.

Detroit

As of December 20, 1952, there were 535 American Legion Posts in the Detroit territory of which 87 were "rural" Posts in which no contacts are necessary under current Bureau instructions. 3,864 American Legion contacts had been developed in the remaining 448 Posts for an average of 8.6 contacts per Post as compared with the field average of 6.9.

As of the same date there were 350 facilities in the Detroit territory and 4,154 plant informants had been developed in those facilities for an average of 11.9 as compared with the field average of 9.4.

CRIMINAL INFORMANTSNewark

The Newark Office presently has 14 criminal informants, including 2 gamblers, 3 truck drivers, a freight handler, a dealer in wrecked automobiles, a bartender, a madam, an employee of a research laboratory, and 4 other individuals who are closely associated with the criminal element and who furnish information fairly regularly. One of these informants is regularly paid. The latest monthly report from this office dated January 8, 1953, reflects 206 potential criminal informants were being contacted for development. During the past 6 months approximately  $4\frac{1}{2}$  hours per Agent per month were devoted to the development of new informants by personnel of the Newark Office.

Under date of November 24, 1952, the SAC at Newark was advised that after a thorough review of the approved criminal informants of his office it was felt that the results were inadequate for the effort being devoted to this program. It was pointed out that although recent reports had reflected some improvement, there were still no approved informants in 6 Resident Agency territories. The SAC was instructed to reanalyze the program in his office and advise the Bureau after 90 days of the results of this analysis and the steps being taken to correct the deficiencies noted. SAC McKee was further advised that in the event an improvement is not shown he should submit his personal explanation for failing to obtain an improvement in his overall informant coverage and particularly in his Resident Agencies.

Detroit

The Detroit Office currently has 17 criminal informants, including 3 gamblers, 2 numbers operators, a former bookmaker, a bondsman, a bellhop, 2 prostitutes, a madam, a bar owner, a former "fence," an experienced gun trader, a lieutenant of one of Detroit's



biggest mobsters, a city health inspector assigned to venereal disease matters, and an individual who is in close association with the Negro criminal element. One of these informants is regularly paid. According to the latest monthly report from this office dated January 9, 1953, there are 169 potential criminal informants being contacted for development. During the past 6 months an average of approximately 2 hours per Agent per month was devoted to the development of new informants by Agents of the Detroit Office.

A letter was directed to this office on September 25, 1952, pointing out that 11 criminal informants were noted on the semi-annual delinquency list as not having been regularly contacted every 45 days and this condition could not be permitted to continue. It is noted that during the recent inspection of the Detroit Office conducted during December, 1952, the Inspector found various delinquencies and inadequacies in the criminal informant program of that office. Criminal informant coverage is not yet adequate to meet the needs of the Detroit Office although progress is being made.

#### SECURITY INFORMANTS

##### Newark

The Newark Office presently has 7 security informants, 6 of whom are regularly paid and 2 of whom are members of the Communist Party. According to latest available figures, there are approximately 1,070 Communist Party members in the territory. 42 potential security informants are under development by this office. There are presently 9 technical surveillances in operation. The office does not have any microphone surveillance or trash covers. 11 mail covers are being maintained on internal security matters, 21 on fugitive matters and 1 on another criminal matter.

For some time the Bureau has been following the development of additional informants on Communist activities in the Newark area. This office is aware of the inadequacy of its security informant coverage and is devoting considerable effort to the development of additional informants within the Communist Party. Some progress has been made along this line as manifested by the fact that several promising potential security informants have been developed in the past few months.

##### Detroit

The Detroit Office presently has 26 security informants, 25 of whom are paid and 10 of whom are members of the Communist Party. There are approximately 350 Communist Party members in the territory according to the latest available figures. 29 potential security informants are being developed by this office.

The Detroit Office presently has 7 technical surveillances and 1 microphone surveillance in operation. 3 mail covers are being maintained on security matters and 43 on fugitive matters.

#### VOLUNTARY OVERTIME

There is set out below the voluntary overtime performed by SAC McKee and Agents of the Newark and Detroit Offices during the months of October, November and December, 1950, and March and August, 1952.

	<u>SAC McKee</u>	<u>Newark</u>	<u>Detroit</u>	<u>Field Average</u>
October, 1950	3' 55"	1' 9"	51"	1' 10"
November 1950	3' 5"	1' 33"	1' 12"	1' 32"
December 1950	1' 51"	1' 50"	1' 10"	1' 43"
March 1952	1' 59"	1' 3"	1' 5"	1' 33"
August 1952	2' 29"	2' 24"	1' 54"	2' 51"

During March, 1952, 106 Agents of the Newark Office performed more than 1 hour daily overtime and 102 Agents performed less than 1 hour. It will be recalled that SAC McKee was placed on probation as a result of this situation. You personally discussed this matter with Mr. McKee when you last saw him on May 13, 1952, and pointed out that there must be an immediate improvement of attitude and industry upon the part of the Newark personnel. During August, 1952, all 198 Agents in the Newark Office averaged more than 1 hour daily overtime and no Agents averaged less than 1 hour.

During March, 1952, 93 Agents in the Detroit Office averaged less than 1 hour daily overtime and 105 Agents averaged more than 1 hour. During August, 1952, 210 Agents in this office averaged more than 1 hour daily overtime and 2 averaged less than 1 hour.

#### STATISTICAL ACCOMPLISHMENTS

There are set forth below the statistical accomplishments of the Newark and Detroit Divisions for the first half of the 1953 fiscal year as compared with a similar period of the 1952 fiscal year. The figures in the "Relative Standing" column are based on the ratio between the accomplishments thus far this year and the identical period of the previous fiscal year.

<u>Newark</u>	<u>Fiscal Year 1952</u>	<u>First Half Fiscal Year 1952</u>	<u>First Half Fiscal Year 1953</u>	<u>Relative Standing as of 12-31-52</u>
convictions	169	64	52	47
Fugitives located	200	113	181	12
Automobiles recovered	377	188	214	29
Fines, Savings & Recoveries	\$1,500,782	\$836,860	\$524,734	45
Renegotiation Act claims ad- justed in favor of Government	\$3,780,000	-	-	-
Detroit	264	141	124	43
Fugitives located	422	262	218	47
Automobiles recovered	228	129	157	21
Fines, Savings & Recoveries	\$610,738	\$406,682	\$357,827	38
Renegotiation Act claims ad- justed in favor of Government	\$4,591,000	-	\$105,046	-

### Missing Files

The Newark Office presently has 1 file which is missing or unaccounted for. There are no missing files in the Detroit Office which have not been located or otherwise accounted for.

LETTERS OF CENSURE

On September 22, 1952, a letter of censure was directed to SAC McKee in connection with his handling of information received by the Newark Office that 3 recently escaped prisoners from the penitentiary at Lewisburg, Pennsylvania, were believed to be at Mayetta, New Jersey. Upon receipt of this information SAC McKee had instructed that the New Jersey State Police be immediately advised the fugitives were in the area and had done this apparently without having determined that the original source of the information had already notified the State Police and the Police were making no effort whatsoever to furnish the Newark Office with this vitally important information. Mr. McKee was advised that he had displayed very poor judgment in not completely evaluating this situation prior to notifying the State Police.

Under date of September 29, 1952, Mr. McKee was censured for unnecessarily utilizing wire service to transmit a teletype message to the Bureau in connection with a Fraud Against the Government case involving James Albin and others.

A letter of censure was directed to Mr. McKee on October, 31, 1952, because of the unwarranted delay on the part of the Newark Office in submitting an investigative report in an internal security case involving [redacted]. The Newark Division had been designated office of origin in this case in January, 1952, but did not submit a report until September, 1952, although the Bureau had on several occasions requested that a report be submitted promptly. In connection with this same matter, Special Agent Andrew R. Babyak, to whom the case was assigned, and Special Agent Blake E. Turner, who supervised the case in the Newark Office, were censured and placed on probation and Agent Turner was also removed from supervisory duties. b6  
b7c

Under date of December 31, 1952, Mr. McKee was censured because of the failure of the Newark Office to maintain appropriate liaison with representatives of various trucking companies in the Newark area. During a conference at the Seat of Government between Bureau officials and representatives of the American Trucking Association and various trucking concerns, comments had been made by representatives of these trucking concerns with regard to the increase of small thefts of case goods in the Newark area concerning which they felt the FBI should have taken more positive action. Mr. McKee was also advised that he had failed to keep the Bureau informed of the theft trends in interstate shipments in the Newark area.

Under date of January 6, 1953, a letter of censure was directed to Mr. McKee in connection with his failure to keep abreast of conditions on the New York and New Jersey waterfronts. He was advised that he had failed to take a positive approach to this situation to determine whether Federal violations actually did exist and it was felt he had grossly neglected his responsibilities in this regard. It is noted that letters of censure were also directed to ASAC Commons and former ASAC Kaack of the Newark Office in connection with this same matter.

Mr. McKee was censured by letter by letter dated January 23, 1953, in connection with the mishandling of certain serials pertaining to a file on the Communist Party in the Newark Office. In this instance the Bureau had been notified that a section of this file was missing in the Newark Office, but a more thorough and complete search, after the file had been missing for a proximately 6 weeks, disclosed that all of the material originally contained in the section thought to be missing had been transferred to other sections and reserialized without the proper notation having been made. Mr. McKee was advised that had he caused a more thorough search to be made in his office and had he instituted more prompt and aggressive steps to locate the missing file, and unnecessary trip to his office on the part of an Inspector from the Bureau to inquire into this matter could have been avoided. In connection with this same matter Miss Doris L. Johnson, a clerical employee of the Newark Office, was censured, and clerical employees Frances A. Largey and Lorraine E. Cohen were censured and placed on probation.

#### COMMENDATION MATTER

By letter dated June 23, 1952, Mr. McKee and Agents of the Newark Office were commended for their splendid performance in connection with the investigation of the Theft from Interstate Shipment-Hijacking case involving [redacted] and others.

#### OTHER PERSONNEL MATTERS - NEWARK OFFICE

On November 19, 1952, clerk Charles R. Dougherty of the Newark Office was censured for neglecting to transmit teletypes to other field offices in 2 instances. This had resulted in a delay in notifying the field offices involved that investigation to locate certain deserted subjects was no longer necessary. b6 b7C

Special Agent Philip J. Carroll of the Newark Office was censured by letter dated December 5, 1952, as a result of his having submitted a report in 1946 in connection with a Special Inquiry matter involving [redacted] which failed to reflect

derogatory information concerning [ ] and his wife which had previously been received in the Newark Office. b6 b7C

By letter dated December 12, 1952, Special Agent Thomas S. Lovering of the Newark Office was censured and placed on probation as a result of having left his Bureau brief case on a train while traveling between Newark and Trenton, New Jersey. The brief case contained, among other items, copies of serials relating to official Bureau investigations. The brief case and its contents were recovered on the same day by an electrician on the train and turned over to the Pennsylvania Railroad police, who in turn notified the Philadelphia Office.

Under date of January 13, 1953, a letter of censure was directed to Miss Joan Mary Ward, clerical employee in the Newark Office, for her failure to follow through and notify another field division by radio of the fact that a deserter subject had been returned to military control. As a result of Miss Ward's failure to do this, the other office involved had conducted unnecessary investigation in this case.

#### PERSONNEL MATTERS - DETROIT OFFICE

Under date of December 12, 1952, a letter was directed to Special Agent William T. Black of the Detroit Office in connection with his having discussed with his brother a vile and vicious rumor concerning former Governor Adlai Stevenson of Illinois. In this instance one [ ] of Linneus, Missouri, had alleged that during a political argument prior to the national election in November, 1952, the brother of Agent Black had made the statement that the FBI had conducted an investigation and received information that Governor Stevenson was a homosexual. Inquiry was conducted into this matter and Agent Black's brother claimed that Black told him information in the files of the FBI relecte such information regarding Governor Stevenson. Agent Black strongly denied making such a statement and described his brother as a rabid Republican who in the heat of a political argument might attributed false information to him by innuendo. Agent Black was advised that while he denied making the statement attributed to him by his brother, he was cautioned against becoming involved in discussions of this kind in the future in view of the possible embarrassment which might result. b6 b7C

A letter of censure was directed to Special Agent Theodore S. Kramer of the Detroit Office on December 22, 1952, for his having failed to advise an auxiliary office to discontinue investigation in a deserter case. Agent Kramer had failed to do this while acting in a supervisory capacity in the Detroit Office.



Under date of December 31, 1952, Special Agent Barron T. Conklin of the Detroit Office was censured and placed on probation because of his having supplied erroneous identifying data regarding one [redacted] one of the subjects in an Interstate Transportation of Stolen Property case. Agent Conklin had reported certain data as pertaining to this subject when the information actually pertained to another individual of the same name. In connection with this same matter, ASAC Donald E. Moore of Detroit was also censured and placed on probation because of his having failed to immediately advise the Bureau by telephone or teletype when this erroneous identifying data was brought to his attention. ASAC Moore had advised the Bureau by letter when he learned of this situation but a press release had been made in this case prior to receipt at the Bureau of the letter sent by the ASAC. b6 b7C

Under date of January 16, 1953, ASAC Moore was censured because of the failure of the Detroit Office to meet required deadlines in 2 Fraud Against the Government cases. In one of these cases, a period of 12 days had elapsed before a Bureau letter fixing a deadline reached the appropriate supervisor's desk in the Detroit Office and in the other case there was an 11-day delay before a Bureau letter setting a deadline was received by the appropriate field supervisor. A letter was also directed to the SAC at Detroit in connection with this matter pointing out that he should take appropriate measures to prevent any similar delays in the future.

ALLEGATIONS BY ATTORNEY [redacted],  
DETROIT, MICHIGAN

You will recall that [redacted] a criminal lawyer in Detroit, in his summations of a case in Recorder's Court in Detroit on December 6, 1951, made the statement that FBI Agents had offered [redacted] \$50,000 to testify that [redacted] shot Walter Reuther. [redacted] had been a caretaker employed by [redacted]. A thorough inquiry was conducted into these charges and they were found to be entirely untrue. The facts were presented to a Federal Grand Jury and on December 21, 1951, the Grand Jury reported that the allegations were without foundation. The Federal Judge ordered the Clerk of Court to send copies of the Grand Jury report to the bar associations of the city of Detroit and the state of Michigan. Thereafter, SAC Robey filed a complaint against [redacted] with the Grievance Committee of the Michigan Bar Association. b6 b7C

A hearing was held before the Grievance Committee on December 18, 1952, and ASAC Moore of the Detroit Office appeared at this hearing accompanied by Assistant U. S. Attorney [redacted]. [redacted] The Detroit Office has advised that [redacted] secretary of the Grievance Committee, was obviously biased against the Bureau's complaint during this hearing. [redacted] is a Detroit attorney and in 1938 the Bureau received a complaint that he, b6 b7C

along with others, had deliberately prevented the filing of a true income tax return regarding the value of an inventory on hand at a certain winery so that he, along with others, could obtain control of the company.

No information has been received to date as to the action to be taken by the Grievance Committee in this matter. The Detroit Office has advised that the Committee's recommendations, the contents of which are not available, have been turned over to Wunsch for transmittal to the Commissioners of the Bar.

PENDING TRANSFER

You will recall that on January 21, 1953, Mr. McKee was ordered under transfer from Newark to Detroit as SAC. On January 30, 1953, Mr. Mohr telephonically contacted him regarding his plans for departing for his new office of assignment. At that time Mr. McKee indicated he had not made a decision as to what he is going to do with respect to his transfer to Detroit and stated that he had some rather serious problems which he would like to discuss with you. Mr. McKee has indicated he plans to be in Washington on Thursday, February 5, 1953, for this purpose.



**FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE**

**REPORT OF PERFORMANCE RATING**

0

Name of Employee: DONALD E. MOORE

Where Assigned: Detroit  
(Division) (Section, Unit)

Payroll Title: Assistant Special Agent in Charge GS-13

Rating Period: from 9/2/52 to 1/30/53

ADJECTIVE RATING: SATISFACTORY  
Outstanding, Satisfactory, Unsatisfactory

Employee's  
Initials

*DM*

Rated by: *[Signature]* Special Agent 1/30/53  
Signature Title Date

Reviewed by: *[Signature]* ASSISTANT DIRECTOR FEB 3 1953  
Signature Title Date

Rating approved by: *[Signature]* ASSISTANT DIRECTOR FEB 3 1953  
Signature Title Date

**TYPE OF REPORT**

- ( ) Official  
( ) Annual

**RECORDED - 5**

67-191804-135

- (x) Administrative 52  
( ) 60-day board 52  
( ) Transfer 52  
( ) Separation from Service 1000  
(x) Special BUREAU OF INVESTIGATION

69 FEB 6 1953

*[Signature]*

NARRATIVE COMMENTS

FEB 2

FEB 0

1952

Note: The regulations require that OUTSTANDING ratings be supported by a statement in writing setting forth IN DETAIL the performance IN EVERY ASPECT and the REASONS for considering each worthy of SPECIAL COMMENDATION. UNSATISFACTORY ratings must be supported by a statement in writing stating (1) WHEREIN the performance is unsatisfactory, (2) the facts of the (90 day) PRIOR WARNING, and (3) the efforts made AFTER THE WARNING TO HELP the employee bring his performance up to a satisfactory level.

# PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. / FD-185)

Name of Employee Donald E. Moore Title Assistant Special Agent in Charge  
Rating Period: from 10/2/52 to 1/30/53

## RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared. Rate items as follows:

- + Outstanding (exceeding excellent and deserving special commendation).  
✓ Satisfactory (ranging from good to excellent but not sufficient to rate outstanding).  
- Unsatisfactory.  
0 No opportunity to appraise performance during rating period.

Guide for determining adjective rating:

An 'Outstanding' rating cannot be justified unless all elements rated are 'plus', and in addition, of course, supporting comments must comply with the requirements as set out below.

So far as 'Satisfactory' and 'Unsatisfactory' ratings are concerned, it is impossible to provide a mechanical formula for computing the various 'plus', 'check', and 'minus' marks because such would presume equal weight for all elements rated. Good judgment must be exercised to insure that the adjective rating is reasonable in the light of the elements rated. All minus marks must be supported by narrative detail, and of course, all 'Unsatisfactory' ratings must comply with the requirements as set out below.

- |   |   |
|---|---|
| <u>+</u> (1) Personal appearance.   | <u>✓</u> (17) Firearms ability.   |
| <u>+</u> (2) Personality and effectiveness of his personal contacts.  | <u>0</u> (18) Development of informants and sources of information.   |
| <u>+</u> (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load).  | <u>+</u> (19) Reporting ability:  |
| <u>✓</u> (4) Physical fitness (including health, energy, stamina).  | <u>0</u> (a) Investigative reports  |
| <u>+</u> (5) Resourcefulness and ingenuity.   | <u>0</u> (b) Summary reports  |
| <u>+</u> (6) Forcefulness and aggressiveness as required.   | <u>+</u> (c) Memos, letters, wires  |
| <u>+</u> (7) Judgment, including common sense, ability to arrive at proper conclusions; ability to define objectives.   | (Consider: <u>+</u> conciseness; <u>+</u> clarity; <u>+</u> organization; <u>+</u> thoroughness; <u>+</u> accuracy; <u>+</u> adequacy and pertinency of leads; <u>+</u> administrative detail.) |
| <u>+</u> (8) Initiative and the taking of appropriate action on own responsibility.   | <u>0</u> (20) Performance as a witness.   |
| <u>+</u> (9) Planning ability and its application to the work.  | <u>+</u> (21) Executive ability:  |
| <u>+</u> (10) Accuracy and attention to pertinent detail.   | <u>+</u> (a) Leadership   |
| <u>+</u> (11) Industry, including energetic consistent application to duties.   | <u>+</u> (b) Ability to handle personnel  |
| <u>+</u> (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control. | <u>+</u> (c) Planning   |
| <u>+</u> (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and 'know-how' of application.   | <u>+</u> (d) Making decisions   |
| <u>+</u> (14) Technical or mechanical skills.   | <u>+</u> (e) Assignment of work   |
| <u>0</u> (15) Investigative ability and results:  | <u>+</u> (f) Training subordinates  |
| <u>0</u> (a) Internal security cases  | <u>+</u> (g) Devising procedures  |
| <u>0</u> (b) Criminal or general investigative cases  | <u>+</u> (h) Emotional stability  |
| <u>0</u> (c) Fugitive cases   | <u>+</u> (i) Promoting high morale  |
| <u>0</u> (d) Applicant cases  | <u>+</u> (j) Getting results  |
| <u>0</u> (e) Accounting cases   | <u>+</u> (22) Ability on raids and dangerous assignments:   |
| <u>0</u> (16) Physical surveillance ability.  | <u>+</u> (a) As leader  |
|   | <u>+</u> (b) As participant   |
|   | <u>+</u> (23) Organizational interest, such as making of suggestions for improvement.   |
|   | <u>+</u> (24) Ability to work under pressure.   |
|   | <u>+</u> (25) Miscellaneous. Specify and rate:  |
|   | <u>Capable of additional</u>  |
|   | <u>responsibility</u>   |

A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as resident Agent, supervisor, instructor, etc.):

Assistant Special Agent in Charge

B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker):

Desk man, Administrator

C. (1) Is employee available for general assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)  
(2) Is employee available for special assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)

D. Has employee had any abnormal sick leave record during rating period? No (If so, explain in narrative comments.)

ADJECTIVE RATING:

SATISFACTORY

Outstanding, Satisfactory, Unsatisfactory

*BSK*

DONALD E. MOORE  
ASSISTANT SPECIAL AGENT IN CHARGE  
SPECIAL PERFORMANCE RATING

This Special Performance Rating is being submitted to cover the period from September 2, 1952, to January 30, 1953. Throughout this period Mr. Moore has been the Assistant Special Agent in Charge of the Detroit Office and for some months during the rating period, Mr. Moore served as Acting Special Agent in Charge of the office during the absence of the Special Agent in Charge from the territory. As Acting SAC, Mr. Moore functioned in a highly satisfactory manner and demonstrated that he is capable of functioning successfully as a Special Agent in Charge. He exhibited qualities of good judgment and knowledge as well as the ability to handle personnel.

His work as an Assistant Special Agent in Charge has consistently been of an excellent caliber. He has demonstrated that he possesses all of the necessary attributes and skills to properly handle the work of an Assistant Special Agent in Charge, but also, in my opinion, to operate successfully as a Special Agent in Charge. He not only has a thorough knowledge of the Bureau's procedures and policies, but has the ability to deal effectively with people, either employees or outsiders.

He makes an excellent personal appearance and creates a very favorable impression upon those with whom he comes into contact. He is a good speaker and numerous talks made by him have been very well received. He commands the respect of subordinate employees who have worked under his direction. He is extremely conscientious and loyal to the Bureau. I consider him a very valuable employee and a distinct credit to the Bureau's service.

During the rating period, he was criticized by the Bureau for several delinquencies of the office during the time when he was acting in charge here. My appraisal of his ability and performance has taken into consideration this disciplinary action by the Bureau. During the rating period he was also commended by the Bureau for outstanding work performed by him in connection with the apprehension of the Communist Party functionaries in the Detroit Division.

Rating: Satisfactory

Initials: DSM

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Director, FBI (46-18446)

DATE: December 11, 1952

FROM : SAC, Detroit

AIR MAIL SPECIAL DELIVERY

SUBJECT: MONITOR MACHINE TOOL COMPANY, ET AL  
FRAUD AGAINST THE GOVERNMENT

CONFIDENTIAL

ReBulet dated December 8, 1952.

Enclosed herewith are memoranda submitted by SA(A) WILLIAM O. BRADLEY, Jr., who supervises this matter; SA(A) JOHN CHRISTENSEN, to whom the case was assigned on November 7, 1952; from Chief Clerk JOHN A. O'HARE and from Clerk BEVERLY HAINLEY.

The attached memoranda reflect that this case has been receiving the proper attention since November 18, 1952. However from November 6, 1952, through November 18, 1952, the instructions contained in Bureau letter dated November 5, 1952, were not being carried out as a result of the fact the letter was not received by the accounting supervisor. The attached memoranda do not definitely reflect where the letter was during this pertinent period. The various personnel in the Chief Clerk's Office state they do not recall the letter of November 5.

Although this office has had a serious clerical shortage, of which the Bureau has been frequently advised, this in no way is offered as an excuse for the improper handling of this letter. The letter after being received on November 6, 1952, did not reach the supervisor's desk for twelve days, and although there were two weekends intervening, it is an inexcusable delay.

It is felt that this was an administrative failure on the part of this office which is sincerely regretted. In view of the fact that I have been absent from the territory since November 11, 1952, and the office has been in charge of ASAC DONALD E. MOORE since that date, it is recommended that a letter of censure be directed to ASAC MOORE for the office failure in this matter. ASAC MOORE is aware of the improper handling in the office of this letter and both he and I will make every effort to prevent a recurrence.

DEM:IJR

AMSD

4 Enclosures (4)

DEC 12

60

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Letter to Director, FBI  
December 11, 1952

Re: MONITOR MACHINE TOOL COMPANY, ET AL  
FRAUD AGAINST THE GOVERNMENT

In connection with the remaining investigation in this case, the investigative steps being taken are set out in the memorandum of SA(A) BRADLEY. As of the time of dictation there are 58 Special Agents actively working on this case. Agents have been drawn from almost every squad in the office to handle this matter, and every possible effort is being made to complete the case at the earliest date possible.

*The failure to comply with Bureau instructions appears to be adequately explained and, from an investigative standpoint, there appears to be no delinquency; therefore no cause for administrative <sup>action</sup> exists and none is recommended by the Investigative Division.*

*The Admin. Div. may desire to give consideration to administrative action because the delinquency apparently was caused by mal-function of the administrative division in the Detroit Div. The Investigative Division does not believe it is required to recommend on this point.*

*E. F. Kieffer, Div. 6.*

*I agree with <sup>you</sup> Kieffer*  
*AB*

OFFICE MEMORANDUM

UNITED STATES GOVERNMENT

TO : SAC

DATE: December 11, 1952

FROM : BEVERLY HAINLEY, Clerk (46-1205)

SUBJECT : MONITOR MACHINE TOOL COMPANY, ET AL  
FRAUD AGAINST THE GOVERNMENT

ReBullets dated November 5, 1952, and December 8, 1952.

When I received the Special Search Mail, I put it in numerical order according to the various squads. I then make a complete list of all the mail on my desk and check through the CCO completely; that is, I go through the pending files, the posting desk, the filing clerks' desks and through the unfiled files. After this is completed, I make a round of the squads, checking through the Supervisors' desks thoroughly and the agents' work boxes. I finish by going through the closed section, checking for every file on my list.

I go through this same procedure daily, very rarely missing any of it. A piece of mail is seldomly on my search list for more than three days.

As for the specific piece of mail concerned, I cannot remember this piece of mail since this is an active case and mail is being received on it frequently; but since mail is rarely kept by me for that great a length of time, I cannot conceive the possibility that I had it on my list and in my possession.

But in the event it was in my possession, I am very sorry for the delay and realize the burden it has placed on the Detroit Office as well as the Bureau. I shall be especially alert in the future regarding old mail and shall do my utmost to prevent matters such as this from happening.

BH: IJR

OFFICE MEMORANDUM

UNITED STATES GOVERNMENT

TO : SAC

DATE: December 11, 1952

FROM : JOHN A. O'HARE, Chief Clerk (46-1205)

SUBJECT : MONITOR MACHINE TOOL COMPANY, ET AL  
FRAUD AGAINST THE GOVERNMENT

ReBulets dated November 5, 1952, and December 8, 1952.

The questioned piece of mail dated November 5, 1952, was received at the Detroit Office on November 6, 1952, after which it was searched in the Indices where it was identified with file #46-1205. From the Indices it went to the pending files where the jacket was checked. The piece of mail bears the notation "ARGY" which indicated that the file was charged out to SA WILLIAM B. ARGY. From the pending files the mail was turned over to Clerk BEVERLY HAINLEY, the file locator. Miss HAINLEY would add this to her list of files she was locating and from there would go to SA ARGY in an attempt to pick up the file. Miss HAINLEY prepares a list each day of files for which she is looking and covers the entire office in an attempt to locate the files. She advised that rarely is there any mail on her list more than three days old. She does not recall this particular piece of mail. It should also be noted that this file was in the process of being reassigned from SA ARGY to SA CHRISTENSEN during this period and was in a moving status, and because of this may have been missed by Clerk HAINLEY.

Old mail is called to my attention, and I attempt to locate the file or give the clerks tips as to where to look when they are having difficulty in finding the file. However, I was not advised of any difficulty in locating the file in this case.

I realize the seriousness of this occurrence and have repeatedly exhorted the clerical staff to speed and accuracy in their work. You are aware, of course, that during the month of November the Clerk's Office was seriously undermanned and this fact could be a contributing factor in the mishandling in this case. Every effort will be expended to prevent a recurrence of this type.

JAO:IJR



## OFFICE MEMORANDUM

UNITED STATES GOVERNMENT

TO : SAC

DATE: December 11, 1952

FROM : SAA WILLIAM O. BRADLEY, JR. (46-1205)

SUBJECT : MONITOR MACHINE TOOL COMPANY, ET AL  
FRAUD AGAINST THE GOVERNMENT

Rebulet, December 8, 1952.

Set forth below is an accurate account of my contact with and handling of Bulet dated November 5, 1952 in this case:

Said letter was received in Detroit and date stamped on November 6, 1952, however, it was not received at the No. 2 Desk until November 18, 1952. In view of the urgency described in the letter, I made a notation thereon as to the date it had been received at the desk. I thereafter talked to the Chief Clerk and asked him if he had any idea where the letter could have been and he suggested that it may have been in the Special Search mail. I talked to the Special Search Clerk and she acknowledged that it could have been in Special Search but that she had not been bringing Special Search mail over to the No. 2 Desk because she didn't think it was imperative in view of the volume of work that she was trying to get done each day. She said that she did not have time to do everything and as a result the Special Search mail happened to be the thing that she neglected. She has been bringing Special Search mail to the No. 2 Desk regularly since the time of our talk. Prior to that time I had presumed that since we were not receiving Special Search mail at the No. 2 Desk, that there was none.

On November 7, 1952 the Bureau was advised by letter that United States Attorney JOSEPH F. DEEB, Grand Rapids, had informed that the presence of Agents handling the investigation of FHA irregularities in Grand Rapids would be required until possibly February, 1953 in order to develop facts obtained by the Grand Jury and to review records subpoenaed by that body. SAA WILLIAM B. ARGY, to whom captioned case was then assigned, was also doing the accounting work on the FHA case. On November 7, 1952 I therefore reassigned captioned case to SAA JOHN CHRISTENSEN, along with three other Fraud cases which had been assigned to SAA ARGY. One of these was a Dependents Assistance Act of 1950 case and two required only the reporting of sentences to be imposed. At that time SAA CHRISTENSEN had only one 29 case assigned to him and he had completed the investigation on that case the previous day. The only other assignment SAA CHRISTENSEN had was to assist SAA ROY G. SJOSTRAND with the preparation of necessary reports to the Bureau in connection with the Economy Program. He was therefore the most logical Agent Accountant to whom to assign SAA ARGY's cases.

WOB:EC

MEMO, SAC:  
December 11, 1952

Re: MONITOR MACHINE TOOL COMPANY, ET AL  
FRAUD AGAINST THE GOVERNMENT

When Bulet of November 5, 1952 was received at the desk on November 18, 1952 SAA CHRISTENSEN was assisting SAA CHARLES A. RHEGNESS with an FAG, Bribery case on which the Bureau had set a deadline and which related to irregularities in the Loan Guaranty Division of the local Veterans Administration office.

By November 20, 1952 I had had an opportunity to review our pending FAG cases and had a squad conference regarding Bureau Air-Tel of November 18, 1952 which was date stamped in Detroit on November 19, 1952 and which set a deadline on all FAG cases. During the course of the conference many assignments were changed in order to insure the best possible results in meeting the deadlines on FAG cases. Among these assignment changes was one which took captioned case from SAA CHRISTENSEN and gave it to SAA EDWARD V. SCHAUUM. Since that date captioned case has received continuous attention and in view of Bulet of December 8, 1952 the Security delinquency of the office has been temporarily afforded secondary consideration so that a number of Agents from the Security Squads could assist in the scheduling of hours shown by time cards of the employees of Subject company. A number of Agents from the Applicant-Deserter Squad have also been designated to assist with this investigation. On December 10, 1952 a total of forty Special Agents were engaged in the scheduling of time card data and arrangements have been made for an additional ten Agents to assist with this work on December 11, 1952. It is expected that by utilizing the services of these Agents it will be possible to complete the scheduling of time card data by the close of business December 11, 1952.

On December 10, 1952 all job cost sheets were photographed on the photorecord camera and the film was forwarded to the Bureau for development and copies. When these pictures have been returned from the Bureau, as many Agents as can be efficiently utilized will be used to effect the reconciliation of time tickets and job cost sheets. In fully developing this case it is going to be necessary for us to ask for a Laboratory examination of most, if not all, of the time tickets in order to determine the exact entry that originally appeared on those time tickets which have been erased. Upon receipt of this information, it will be necessary to adjust the schedule showing time charged to various jobs accordingly.

Finally, it will be necessary to trace known overcharges which were ultimately billed to contractors of which Subject company was a sub-contractor and from such prime contractors to the Air Force or other Government contracting agency.

Every effort will be made to complete this investigation at the earliest possible date.

## OFFICE MEMORANDUM

UNITED STATES GOVERNMENT

TO : SAC

DATE: December 11, 1952

FROM : SAA JOHN CHRISTENSEN (46-1205)

SUBJECT : MONITOR MACHINE TOOL COMPANY, ETAL  
FRAUD AGAINST THE GOVERNMENT

According to duplicate assignment cards received by the Writer, the following cases were reassigned from SAA WILLIAM B. ARGY to the Writer on Friday, November 7, 1952:

46-1180

[REDACTED] ET AL  
Mercury Engineering Company  
FAG

b6  
b7C

46-1185

[REDACTED]  
FAG - BRIBERY

46-1205

MONITOR MACHINE TOOL COMPANY, ET AL  
FAG

104-449

[REDACTED] was.  
FAG - DEPENDENTS ASSISTANCE ACT OF 1950

The Writer is uncertain as to the exact date on which he received notice that the above cases were reassigned to him but believes it was on Monday, November 10th, or some date thereafter.

On Friday, November 7, and Monday, November 10, 1952, the Writer was working on preparation of a report in another case previously assigned to him, No. 29-715 entitled [REDACTED] Former Teller, Wayne Oakland Bank, Royal Oak, Michigan, FEDERAL RESERVE ACT. In addition, the Writer had Firearms Training on November 10th.

November 11, 1952 was a holiday - Armistice Day. The following day, November 12, the Writer was at Selfridge Air Field Base, Mt. Clemens, Michigan, for a physical examination.

On Thursday and Friday, November 13 and 14, 1952, the Writer assisted SAA ROY G. SJOSTRAND in connection with file No. 66-3724 entitled ECONOMY MEASURES, in order to meet the Bureau's deadline of November 15th in the matter of Status of Appropriation for Present Fiscal Year ending June 30, 1953.

JC:EC

Copy

MEMO, SAC:  
December 11, 1952

Re: MONITOR MACHINE TOOL COMPANY, ET AL  
FRAUD AGAINST THE GOVERNMENT

On Monday, November 17, 1952, the Writer was on sick leave.

On Tuesday, November 18, 1952, the Writer, pursuant to office instructions, assisted SAA CHARLES A. RHEGNESS in the case (46-1225) entitled ALLEGED IRREGULARITIES IN THE LOAN GUARANTY DIVISION, VETERANS ADMINISTRATION OFFICE, DETROIT, MICHIGAN, FAG - BRIBERY, in order to meet the Bureau's deadline on Bribery cases.

On Wednesday, November 19, 1952, the Writer received the Bureau's letter dated November 5, 1952 in captioned case (MONITOR MACHINE TOOL COMPANY - FAG) which set a deadline of December 5, 1952 for the completion of the investigation in this case. On this same date, November 19, the Writer conducted some investigation in this matter and interviewed [redacted] proprietor, and [redacted] hardware store manager, at "Sunshine Furnace & Repair", 7521 W. Warren, Detroit, concerning the allegations made by the complainant. b6 b7C

On Thursday, November 20, 1952, the Writer again assisted SAA RHEGNESS on the above mentioned VA case, pursuant to office instructions in order that the Bureau's deadline on Bribery cases be met.

On the afternoon of the same day, November 20th, the Writer was advised that SAAs EDWARD V. SCHAU and HARRY L. CUMMINGS would take over the investigation concerning the MONITOR MACHINE TOOL COMPANY, and the Writer, together with SAA HENRY A. HIRSCHENBERGER, was instructed to work on the investigation concerning file No. 46-1180, [redacted] ET AL, Mercury Engineering Company, FAG. b6 b7C

When the four cases were reassigned to me, I received all four files (46-1180, 46-1185, 46-1205 and 104-449) together with the duplicate assignment cards.

Subsequently I reviewed all four files and had the Chief Clerk's Office charge out to me copies of pertinent serials from each file. These serials were charged out to me on November 13, 1952 and the Chief Clerk's Office received all four of these files from me on this date.

Mr. Glavin

January 9, 1953

H. L. Edwards

MONITOR MACHINE TOOL COMPANY, et al  
Fraud Against the Government

LAWRENCE KLOTTERMAN, et al  
Fraud Against the Government

SYNOPSIS

Failure of the Detroit Office to meet Bureau deadlines for the submission of reports in the captioned cases occasioned in both instances by delays of 12 and 11 days respectively between receipt in the field office of Bureau letters fixing deadlines and their receipt by accounting supervisor. Detroit in its explanation for these delays was not able to pinpoint the responsibility or weakness in the Chief Clerk's office which caused these delinquencies. However, Detroit inquiry into these matters revealed that Special Search mail on accounting matters was being held by the clerk until the file was located and such mail was not being called to the attention of the accounting supervisor regularly. The Special Search mail clerk does not recall mail in either of captioned cases and has advised that a piece of mail is seldom on her search list more than three days. Special Search mail is now being referred to the accounting supervisor regularly. It is highly probable that this is the reason for these delays. Detroit also advised that there has been some delay in handling mail in the Chief Clerk's Office in view of a clerical shortage; however, the delays in these two cases are inexcusable. As ASAC Donald F. Moore was in charge of the Detroit Office in the absence of the SAC when these delays occurred, Detroit recommended censuring Moore for the office failure in these cases. The Administrative Division concurs in recommending that ASAC Moore be censured and also recommends that a letter be directed to the SAC at Detroit instructing him to take appropriate measures to prevent any similar delays in the future.

DETAILS

In the "Monitor Machine Tool Company, Fraud Against the Government" case, the Bureau by letter dated 11/5/52 set a deadline of 12/5/52 for submission of a report and by air-tel of 11/18/52 shortened the deadline to 11/25/52. As a report had not been received

cc: Mr. Glavin  
cc: Personnel File of ASAC Moore  
cc: Detroit Office File  
JAN 14 1953

Memo to Mr. Glavin (Continued)

by 12/8/52, a letter was directed to Detroit requesting explanations for failure to comply with Bureau instructions. Detroit advised on 12/11/52, that the Monitor Machine Tool Company case was not brought to the attention of the accounting supervisor until 11/18/52, as it was apparently in the Chief Clerk's Office between 11/6/52, the date of receipt, and 11/18/52. Detroit in its explanation for the delay was not able to pinpoint the responsibility or weakness in the Chief Clerk's Office which caused this delinquency. However, Detroit inquiry into this matter revealed that Special Search mail on accounting matters was being held by the clerk until the file was located and such mail was not being called to the attention of the accounting supervisor regularly. The Special Search mail clerk does not recall the mail in this case and has advised that a piece of mail is seldom on her search list more than three days. Special Search mail is now being referred to the accounting supervisor regularly. It is highly probable that this was the reason for the delay.

In the case entitled "[redacted] et al, Fraud Against the Government," another Bureau letter dated 11/3/52 was directed to the Detroit Office setting a deadline of 12/5/52 for the submission of a report and by air-tel of 11/10/52 the deadline was shortened to 11/25/52. When this was not complied with a letter requesting explanations was forwarded to Detroit dated 12/10/52. Detroit advised on 12/16/52 that inquiry on the [redacted] delay, reflected the same explanations as in the Monitor Machine Tool Company delay. In the [redacted] case the mail was received in the Chief Clerk's Office at Detroit on 11/6/52 and did not reach the supervisor's desk until 11/17/52. b6 b7C

In both of these cases the Detroit Office pointed out that there was a clerical shortage at the time these incidents occurred; however, the delay occasioned in the Chief Clerk's Office was inexcusable in both cases.

Mr. Tolson.....  
Mr. Ladd.....  
Mr. Nichols.....  
Mr. Belmont.....  
Mr. Clegg.....  
Mr. Glavin.....  
Mr. Harbo.....  
Mr. Rosen.....  
Mr. Tracy.....  
Mr. Laughlin.....  
Mr. Mohr.....  
Tele. Room.....  
Mr. Holloman.....  
Miss Gandy.....

RECOMMENDATIONS OF THE DETROIT OFFICE

The Detroit Office recommended that ASAC Donald E. Moore, who was in charge of the office when these incidents occurred as the SAC was absent, should be directed a letter of censure.

Memo to Mr. Glavin (Continued)

CONCLUSIONS AND RECOMMENDATIONS OF THE ADMINISTRATIVE DIVISION

The explanations of the Detroit Office indicate that there apparently was a breakdown in its processing of the mail, especially as Special Search matters and that instructions have now been issued to correct this situation.

In view of the delays in both of these cases, it is recommended that a letter of censure be directed to ASAC Donald E. Moore for not having previously discovered and taken corrective steps to remedy this weakness in the Chief Clerk's Office at Detroit.

It is also recommended that a letter be directed to the SAC at Detroit instructing him to take appropriate measures to prevent any similar delays in the future.

A PERMANENT BRIEF OF ASAC MOORE'S FILE IS ATTACHED.

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Laughlin \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Rm. \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

*confidential  
H. C. T. Ryan*

February 13, 1953

PERSONAL AND ~~CONFIDENTIAL~~

Mr. Donald E. Moore  
Federal Bureau of Investigation  
913 Federal Building  
Detroit 24, Michigan

*X Detroit 24*

Dear Mr. Moore:

The recent inspection of the Detroit Office disclosed many delinquencies of which you are now aware, since you answered the memoranda and case write-ups in the absence of former SIO 'cheidt.

Some of the outstanding delinquencies were:

1. Inadequate Criminal Informant coverage.
2. An excessive number of fugitive cases in which reports had not been submitted showing coverage of leads within 30 days.
3. Time spent in office during October and November 1952 averaged 87.50 per cent, which is too high.
4. The Assistant Chief Clerk had been spending almost half of her time in handling the Confidential fund, when her full-time services were urgently needed in the Chief Clerk's Office to assist in the training of new employees.
5. Numerous delinquencies were found in the Chief Clerk's Office, such as 141 missing ticklers, 150 filings of index cards amounting to 83.57 per cent in a check of 5,000 cards. Consolidations of files were not current although file space badly needed. An excessive number of delinquencies in No. 1 and 3 cards and in Time and Attendance and Leave Records existed.

87-1211-137

Tolson  
Ladd  
Clegg  
Glavin  
Nichols  
Rosen  
Tracy  
Harbo  
Belmont  
Mohr  
Tele. Rm.  
Nease  
Gandy

cc: SAC, Detroit  
COMM-FBI  
9 FEB 25 1953 (Attn. F. L. Edwards)

CWS:pm;new



6. The Assistant Chief Clerk was keeping sums of money ranging from \$200 to \$1,000 in her locked desk drawer during working hours to give to Agents to pay Informants.

As the ASIC and for a considerable period as Acting SAC, you shared the responsibility for operating the Detroit Office in an efficient manner. You must acquaint yourself with all phases of work in the Detroit Office so that you can promptly institute corrective procedures when weakness or delinquencies appear.

The ASAC must closely follow the work of each Supervisor and the Chief Clerk. He, as well as the SAC, must have his finger on the pulse of the office. Only in that way can the ASIC discharge his obligations to the Bureau; and that you have not done, as reflected by some of the delinquencies cited in this letter.

As a result, you are being continued on probation.

A Recheck Inspection will be afforded the Detroit Office at an early date. At that time your performance as ASAC will be re-evaluated. It is hoped the Bureau will not have to again bring to your attention any of the weaknesses mentioned in this communication.

Very truly yours,

J. Edgar Hoover

John Edgar Hoover  
Director

**COMINEE 'RESIGNS'**

# **Detroit FBI Office Left Without Director**

Who will head the Detroit office of the FBI?  
The man selected to replace Edward Scheidt, 50, who re-  
ired Jan. 31, has now announced his resignation.

Scheidt, who resigned to accept  
a job in industry because his sal-  
ary was inadequate "for a grow-  
ing family," was to have been re-  
placed by Samuel McKee.

**BUT** McKEE, head of the New  
Jersey office for 10 years, an-  
nounced his "retirement" Friday  
night, saying:

"Transfer to Detroit is in no  
way connected with this deci-  
sion, which is based solely on  
personal reasons."

McKee said he plans to enter  
private industry, following  
Scheidt's lead, and is considering  
several offers.

His retirement is effective Feb.  
27—four days after his scheduled  
transfer to Detroit.

McKee's successor in New Jersey  
will be Donald Hostetter, now in  
charge of the Boston office.

**DONALD E. MOORE** is the act-  
ing special agent in charge of the  
Detroit office.

In the 1930s, McKee took part  
in the crackdown on such hood-  
lums as John Dillinger and Pretty  
Boy Floyd.

As agent in charge of the Wash-  
ington office in 1941, he person-  
ally took into custody the Japanese  
and German ambassadors when  
Pearl Harbor was attacked.

Scheidt, during his period of  
greatest activity, headed the New  
York office, arresting Judith Pop-  
lon, Valentin Gubitchev, Alger  
Hiss and Julius and Ethel Rosen-  
berg.

The Detroit Free Press  
Detroit, Michigan  
February 7, 1953

SUBMITTED BY  
THE DETROIT OFFICE

Mr. Tolson	✓
Mr. Ladd	✓
Mr. Nichols	✓
Mr. Belmont	✓
Mr. Clegg	✓
Mr. Glavin	✓
Mr. Harbo	✓
Mr. Rosen	✓
Mr. Tracy	✓
Mr. Egan	✓
Mr. Gurnea	✓
Mr. Hendon	✓
Mr. Pennington	✓
Mr. Quinn	✓
Mr. Nease	✓
Mr. Winterrowd	✓
Tele. Room	✓
Mr. Holloman	✓
Mr. Sizoo	✓
Miss Gandy	✓

FEB 18 11 23 AM '53

72 RECORDED-12  
57-NOT RECORDED-12  
FEB 18 1953

BEST COPY AVAILABLE

February 12, 1953

PERSONAL & CONFIDENTIAL

Special Agent in Charge  
Federal Bureau of Investigation  
Old Federal Building  
Detroit 24, Michigan

O  
Detroit Inspection

DWP:dlw

E. X. Schacht

The administrative data, case write-ups, and surveys left by Inspector Steln should be studied carefully as a means of improving the administration of the Detroit Division. The Assistant Special Agent in Charge, who bears responsibility in part for some of the conditions found, should also be thoroughly familiar with all of the Inspector's findings. The conditions found during the inspection were most unsatisfactory, and it is obvious that the Detroit Office needs tight, aggressive leadership. You should see that it is provided.

The guard force requirement that Agents sign a register when arriving or departing after office hours is undesirable for security reasons, and this practice should be discontinued.

Efforts should be made to obtain additional space in your building through General Services Administration. The Inspector noted that the Detroit Office is very crowded, especially the Chief Clerk's Office. Proper rearrangements should be made when additional space is acquired. Suitable space should be obtained in the basement for the storage of record files.

To guard full exposure of the public from the...  
...at no cost

...the public...  
...should be...  
...in the...

MAILED 2  
FEB 13 1953  
COMM-FBI

67-520-1-111  
FEB 16 1953  
FEDERAL BUREAU OF INVESTIGATION

(Attention: R. L. Edwards)

Man...  
3988

Don't know

As soon as a security patrol clerk is available, he should replace the Agent now handling the security patrol from midnight until 8:00 A.M. The suggestions made by the Inspector for additional security within the office should be closely followed.

Two defects affecting safety were found in a check of 24 cars, and greater supervision is needed.

At the time of the inspection five Agents were driving their personally owned cars and during the month of November, 1952, four of them used their cars in excess of the office mileage average for Bureau-owned cars. Previously the Agents were authorized to drive their personally owned cars because suitable garage space could not be obtained for Bureau-owned cars. SAC Letter 115, Series 1952, should be reviewed and a survey made to determine if garage space is now available which will meet the related Bureau storage requirements. Bureau-owned cars should be assigned to Resident Agents and Road Trip Agents whenever possible.

Three Resident Agencies were inspected. In the Lansing Resident Agency the walls needed washing, a chair needed repairs, and the light switch was defective. In the Jackson and Ann Arbor Resident Agencies there were improper FBI listings on the entrance doors. The directory listing in the Jackson Resident Agency was improper. These deficiencies should be promptly corrected.

#### Investigative Work Pending

	<u>Active</u>	<u>Inactive</u>	<u>Total</u>	<u>Percentage of Cases Delinquent</u>
Unassigned	2	165	167	100.
Assigned	<u>3,415</u>	<u>412</u>	<u>3,827</u>	<u>35.78</u>
Grand Total	3,417	577	3,994	35.78

The two active unassigned delinquent cases are of the security type and should be promptly assigned. The Bureau is pleased to note that the unassigned delinquent cases have dropped from 143 in August, 1952, to two as of December 1, 1952, but is concerned to note that 45.12 per cent of the assigned 1,454 security cases are delinquent.

FEB 7 1953

The over-all delinquency rate is excessive and must be immediately reduced with special emphasis on the delinquency in security cases. Supervisors have not been giving this matter the attention it deserves; and it is obvious from the explanations of certain Agents that the Supervisors have been ineffective in obtaining results, for they have permitted Agents to serve on surveillances for extended periods without reassigning other matters which should have been handled. I am holding the new Special Agent in Charge responsible for getting more aggressive action from the Supervisors in order to guarantee results.

Eighty-four of the 237 Interstate Transportation of Stolen Motor Vehicle cases were delinquent. Seventy-two of the 278 Deserter cases were delinquent. Twenty-six of the Unlawful Flight to Avoid Prosecution or to Give Testimony cases were delinquent. This is an inexcusable situation. These classifications are very productive of statistics and must receive prompt attention.

Although the percentage of files containing substantive errors - .525 per cent - was quite favorable, errors of form at 16 per cent were excessively high and must be reduced. The Bureau is well aware of the number of new clerical employees trained by your office in recent months; however, this is no excuse. Careful supervision and additional training of these employees, which should have been provided in the past, should be promptly given to reduce the number of errors.

District No. 7 of the Communist Party covers all of Michigan. It has its headquarters in Detroit. It is estimated that dues-paying Communist Party members in Michigan are 350, and there are numerous sympathizers.

The locations of three key figures are unknown, and they must be found. The Detroit Division has six Smith Act subjects and the locations of all are known.

The Detroit Office had 1,362 security index subjects. It was found that 228 security index cards did not possess photographs; 43 had no descriptions and they must be obtained immediately. Reasonable efforts should be made to obtain photographs of the 228 security index subjects. The residences and employment of four security index subjects were unknown, and the residences of eleven more were not known although their places of employment are known. Investigations should be conducted promptly to obtain this essential missing information.

Under the Topics Program six subjects have been interviewed resulting in the development of two informants.

In some key facility cases reports were not being submitted every six months. These delinquencies must be removed and not permitted to recur.

The recommendations made by the Inspector concerning security cases should receive the close personal attention of the incoming Special Agent in Charge in order to decrease the delinquency in security work and to insure that this most important phase of the Bureau's work is receiving proper attention.

The Detroit Division had 27 security informants, five having been developed in 1952, and 21 potential security informants. Ten security informants are Communist Party members with several on the fringe of the underground with a possibility of their penetrating it. This program should be vigorously followed so that the 21 potential security informants will eventually become security informants. Every effort must be exerted to penetrate the Communist Party underground. Until this has been done and the missing Communist Party leaders have been located the security informant program cannot be considered a success.

Of 27 security informants, the Inspector rated eight excellent, five very good, eight good, two fair, three poor, and one insufficient information in the file to evaluate. Of 21 potential security informants, one was rated good, one poor, and 19 could not be evaluated because of insufficient information in the files.

Eighty delinquencies were found in a review of 33 security informant or potential security informant files, which is too high and reflects inadequate supervision. This must be immediately corrected and necessary procedures instituted so there will be no recurrence.

A major delinquency discovered by the Inspector pertained to the criminal informant program. It is important that the Detroit Office devote more time to the development of informants and it is noted that after SAC Scheidt arrived on September 2, 1952, more time was devoted to the development of informants; however, the results obtained have not been sufficient to satisfy the Bureau and the incoming SAC is hereby put on notice that the Bureau expects substantial

improvement in the informant program and one way to get this improvement is to devote more Agent time to it.

Nine Resident Agencies have no approved criminal informants. The population in these Resident Agencies ranged from 11,466 in the Ironwood territory to 179,091 in the Flint territory. Immediate steps should be taken to effect coverage throughout the Division, particularly in those Resident Agencies in which there is no criminal informant coverage at the present time. Specifically, the Battle Creek Resident Agency has three cities with a total population of 59,072. It has no criminal informants and only three potential criminal informants. The Flint Resident Agency has three cities with a total population of 179,091. In this area there are no approved criminal informants. The Muskegon territory has two cities with a total population of 67,357. It has no approved criminal informants. The Port Huron Resident Agency has three cities with a total population of 74,303. It has no approved criminal informants.

It is obvious that the Resident Agents have not been devoting sufficient time to the criminal informant program. Potential criminal informants are not substitutes for criminal informants and approved criminal informants must be developed in these areas. Specify fully, when performance ratings are next submitted, the failure of the Agents to develop informants when they were performing duties in areas which would make accomplishments possible under the criminal informant program.

Criminal informant coverage is weak in the fields of Interstate Transportation of Stolen Cattle, Jewel Theft, and Confidence Men. It is also weak in the Interstate Transportation of Stolen Motor Vehicle field in the Detroit area and in the White Slave Traffic Act field. More emphasis should be placed on the development of criminal informants in these categories, particularly in the Detroit area. Emphasize the need for improving Theft from Interstate Shipment coverage.

A further indication of the inadequacy of the criminal informant program is the following tabulation prepared by the Inspector in which he evaluated the 19 criminal informants in the Detroit Division:

Criminal Informants

Excellent	0
Very Good	0
Good	3
Fair	9
Poor	7
	19

Although it is obvious that efforts have been made to improve the potential criminal informant program of the office, inadequacies in this phase of operations are evident from the findings of the Inspector summarized below:

### Potential Criminal Informants

Excellent	3
Very Good	0
Good	10
Fair	20
Poor	30
Delete (without value)	10
Recently Developed or Insufficient Information in File to Permit an Evaluation	74
Net Total	100

Other notable delinquencies in the handling of the criminal informant program are summarized as follows:

<u>Delinquency</u>	<u>No. of Delinquencies</u>	
	CIS	PGIS
Failure to Make Required Contact	12	100
Failure to Record Specific Dates of Contact	2	10
Failure to Obtain Complete Background Data	-	27
Failure to Request Identification Record from Bureau	-	40
Totals	14	100

The delinquencies reflect poor supervision and carelessness in handling these programs.

More specific leads should be assigned to criminal informants and potential criminal informants to more efficiently handle criminal cases as well as to provide tests to evaluate the informants and to aid in developing them.



Also it is pointed out that complete background should be obtained on potential criminal informants before initial interviews are conducted. Careful selection of potentials for development should be made in order that there is a definite reservoir from which potential criminal informants and criminal informants can be obtained to effect complete coverage in all criminal matters.

The importance of making payments to informants should be emphasized since nominal payments have been the basis of stimulating interest among both potential criminal informants and criminal informants in other offices.

Tight over-all supervision of the criminal informant program is a most important quality in insuring success in this field. Those potential informants as well as informants which do not produce and do not show promise of production should be weeded out and attention should be focused on those with the greatest possibilities.

Forward to the Bureau by April 1, 1953, a detailed analysis of your criminal informant and potential criminal informant programs and improvements since the inspection with special emphasis on the efforts of Resident Agents in those areas wherein coverage is nonexistent or inadequate. They should be emphatically informed that, if they do not produce results when engaged in duties offering opportunities to improve the criminal informant program, they will be replaced.

Bear in mind that the Bureau will evaluate the Detroit Office on the results obtained. Efforts only count for little in the final analysis. At the present time, criminal informant coverage is inadequate geographically and numerically and is of poor quality. It must be improved.

Eighteen per cent of the pending 313 plant informant cases are delinquent. They should be promptly brought up to date.

Of the 451 fugitive cases, reports have not been submitted within 45 days in 84 cases. This delinquency in fugitive cases is intolerable and must be immediately corrected. This situation indicates supervisory defects which need immediate attention. The Bureau rule that leads in fugitive cases must be covered within 30 days is inflexible and must be constantly enforced.

As a result of the inspection, the supervision of work in the office was reorganized resulting in the release of two supervisors for investigative duties. This action should have been taken without awaiting the arrival of the Inspector. This is one of the tests of a good executive. Economy of operations and efficiency of organization must be promoted. Promptly advise the Bureau of the recommended supervisory personnel to be assigned to the various desks under the new setup.

As the Inspector instructed, on April 1, 1953, the work on the Security Matters desk should be surveyed to determine whether one of the two supervisors can then be released for general assignment.

Voluntary overtime for September, 1952, averaged one hour, forty-nine minutes; for October, one hour, thirty-one minutes; and for November, one hour, forty-one minutes. The average for the three months was one hour, thirty-nine minutes. There were 23 instances where Agents failed to work more than one hour overtime for one of the three months. Three Agents were below one hour for two months. The explanations furnished for these apparent inequities in voluntarily sharing the work load are being considered but I must stress that the new Special Agent in Charge and the supervisory staff set the pace and get results.

Time spent in the office for all Agents during October and November, 1952, averaged four hours, thirty-three minutes and five hours, twenty-four minutes, respectively. Agents on the three security squads averaged five hours, twenty-eight minutes for both months. Agents on the criminal squad averaged approximately three and one-half hours per day inside the office for both months, an unreasonably high figure. Agents on the applicant squad averaged about three hours for both months, another unreasonable figure. This is extremely high and must be reduced. To insure production, Agents must be out conducting investigations instead of being in the office during working hours.

The explanations given for the excessive time spent in the office are not acceptable. The Inspector instructed that for a two-week period, beginning January 1, 1953, each Agent in the office must show on his No. 3 card why he is in the office. The new Special Agent in Charge should personally determine whether the reason is valid. At the end of that period the Bureau should be advised of the results of the survey with recommendations for administrative action where warranted.

A check was made of the work of the Complaint Agent for five days. It disclosed that he averaged five hours, nineteen minutes a day handling complaints. Closely follow the volume of complaints to see that the services of the Complaint Agent are fully justified.

A review of daily reports for October, 1952, disclosed numerous instances where they were not being submitted daily by the Agents and this is another supervisory defect. I must insist that the Agents submit these reports daily.

The Chief Clerk's Office has 40 employees. It was poorly organized. There is no excuse for the conditions found. The two groups of employees who were reported to be under the supervision of two principal clerks were being assigned work by the Chief Clerk, who was so busy that no clerical training program had been instituted although the Chief Clerk's Office had a number of new employees.

The Assistant Chief Clerk was performing duties of an administrative nature which did not permit her to assist in the supervision and training of the new employees.

The new Special Agent in Charge should follow the reorganization plan recommended by the Inspector as closely as possible, realizing that the Bureau will not authorize the hiring of any new employees at this time.

A training program for the employees in the Chief Clerk's Office should be immediately instituted. Had this been done in the past, present employees by now would be more efficient and productive.

There were 222 errors of form attributable to the Chief Clerk's Office found in a review of 3,788 files. This is high and indicative of lax supervision.

The folders of ten closed files were found in the pending file section. Two closed cases had not been posted as closed, although the files were in the closed section. Two assignment cards on pending files were found in the closed section of the assignment card box. There were 229 assignment cards on closed cases found in the pending section of the Supervisors' master assignment card boxes. Lead cards were being prepared in triplicate instead of duplicate for no good reason.

It was found that 141 tickler cards were missing. A check of 5,000 index cards revealed 121 instances of misfiling which could result in much embarrassment to the Bureau. Two special indices were being maintained unnecessarily. Instructions were given to consolidate them with the general indices. A number of index cards were filed under improper headings. Many index cards bore insufficient identifying data. Newly prepared index cards were not being currently consolidated. Index cards on security subjects bearing the same name had been automatically consolidated without determining whether they were identical until this practice was stopped during the inspection. A Review of identification orders and wanted notices for the past six months disclosed that two aliases had not been indexed.

A spot check of 25 files revealed that in six files, 16 true names and aliases of subjects were not indexed, a dangerous inexcusable condition.

The closed file cabinets are badly in need of expansion. Consolidation of files has not been kept up to date in some classifications and in other classifications no consolidations have been initiated. Had the consolidation of files project been properly handled and supervised, congestion in the closed file cabinets would have been partially alleviated.

An examination of the pending file jackets disclosed that 112 files had been charged out more than seven days. Follow the Inspector's instructions to advise the Bureau within 90 days as to progress made in the consolidation of files project.

It is obvious that the Chief Clerk's Office is weak in most respects as reflected by the numerous errors found during the inspection. The Bureau notes that the new employees were not given proper training and for this there is no excuse.

A review of the No. 1 register from October 10 to October 31, 1932, disclosed 44 errors, such as employees' failing to sign the register until after 8:30 A.M. although they had arrived earlier, failure to indicate whether tardiness had been excused or unexcused and failure to use the proper colored pencil when departing on sick or annual leave.

The number of these errors is excessive and indicates that less than casual attention has been given the No. 1 register. The Bureau insists that these administrative weaknesses be corrected immediately.

The No. 3 cards submitted by Agents were checked from December 1 to December 5, 1952. Fifty-four delinquencies were found, such as three failures to date cards, nineteen failures to record time of return to office from investigations or lunch, ten failures to record overtime and eight failures to compute overtime correctly. This shows an extreme laxity in supervision on the part of Supervisors checking the No. 3 cards.

The Inspector observed that within the past three months, it was necessary for the Bureau to request numerous corrections in the Leave Time and Attendance reports submitted by the Detroit Office. The employees preparing these reports must acquaint themselves thoroughly with the Manual of Leave Regulations to avoid this unnecessary correspondence by the Bureau and if improvement is not noted administrative action should be recommended.

Forty-five long-distance telephone calls to or from Resident Agents or Road Trip Agents were made during the months of August, September, and October, 1952, which were over 20 minutes in length, the longest one being 45 minutes. These long-distance calls are excessive. It is noted that the variable communication expenses have been reduced to 53 per cent of the average monthly charges for the variable expenses compared with the January to June, 1952, period. The Bureau believes that further reductions in communication costs can be effected by close supervision and it insists that this matter receive your most aggressive personal attention.

In four instances mail cover cards had not been prepared. Three stops were still in effect when no longer necessary. Three stop notice cards were still being maintained although the stops had been removed. Eighteen stops had been placed but no stop notice cards had been made.

Seven errors were found in the the inventory. A minor discrepancy found in the stamp fund was adjusted. An audit had been made of the stamps since August 5, 1951. At the time of the inspection \$21.03 in stamps was on hand. In view of the quantity of stamps, the stamp fund should be audited weekly hereafter.

The Bureau was very much concerned to learn that a clerk was permitted to keep in her locked desk drawer during office hours sums ranging from \$500 to \$1,000 to give to Agents to pay informants. The Inspector instructed that this practice be immediately discontinued and that Agents be given checks hereafter which they should cash to pay informants. The procedure was incredibly loose.

Under "War Plans" it was noted that seven firearms instructors had not been given First Aid training. They should be afforded that training promptly and the Bureau advised.

The Inspector's instructions should be followed to have a survey made of present telephone facilities to determine what additional equipment is needed in the event of a national emergency. He noted that at times the present facilities are fully taxed.

Arrangements should be made to provide blackout equipment for the CV radio room.

Only 75 convictions and 136 fugitive apprehensions were reported for four months in this fiscal year, contrasted with 116 convictions and 186 apprehensions for the same period during the previous fiscal year. This dangerous trend must be reversed.

The Inspector cited 13 instances of misinterpretations of Executive Order 10980. The Agents and Supervisors should become fully acquainted with that Order so that its provisions will be fully complied with.

The detailed instructions left by the Inspector relating to the clerical training program should be followed closely.

Twenty-five Agents are delinquent in technical training. They should be brought up to date during the first six months of 1953 and every effort should be made to keep all Agents in a current status.

The Detroit Division has 27 Special Agent Accountants, which is sufficient. Ten are considered fully qualified as expert witnesses. Three are well qualified but have not yet testified as expert witnesses. Fourteen accountants are not yet qualified. One of them is assigned exclusively to security work. Training in all phases of accounting should be afforded those accountants not qualified as expert witnesses and those Agents who have had little experience in accounting should be assigned cases which will afford them opportunities to gain experience.

When conditions permit, the accountant now handling security work should be afforded accounting training.

Two Agents and three Special Employees have had no most court training. They should be given such training promptly. Eighteen Agents have had only most court training. Eighty-one Agents have never testified in Federal Court. Be on the alert to assign all of these Agents cases which will give them the opportunity to qualify as witnesses in Federal Court.

The Detroit Office has a net of 251 Agents and the Inspector was advised that 19 more Agents could be used. The Bureau believes that work can be kept on a current basis with the present complement just as soon as the delinquency in security work is reduced. Greater productivity must be obtained from existing employees.

You have requested six additional clerks. As you know, the Bureau is not hiring new employees but if employees become available for transfer in other areas, your request will be considered after more urgent needs elsewhere have been satisfied.

It is absolutely imperative that the incoming Special Agent in Charge give close attention to the meeting of SAC contacts. Although SAG Schmidt assumed the duties of Special Agent in Charge at Detroit on September 2, 1959, he had not at the time of the inspection in December met 52 of the SAC contacts who had been developed by previous SAGs. The Bureau cannot expect SAG contacts to remain in a cooperative frame of mind when they are not afforded the courtesy of a personal call within a reasonable period of time after the arrival of an SAC. The incoming Special Agent in Charge must give this matter the attention it deserves and make certain that the ASAG also becomes familiar with the various SAC contacts.

The importance of developing and keeping in touch with SAC contacts is a primary responsibility of an SAC. They are of tremendous value to the FBI.

The Bureau should be informed when the delinquencies discussed have been corrected and stress has been put on the matters mentioned in this communication.

Sincerely yours,

John Edgar Hoover  
John Edgar Hoover  
Director



# Office Memorandum • UNITED STATES GOVERNMENT

The Director

DATE: February 12, 1953

H. H. Clegg

SUBJECT: SYNOPSIS OF INSPECTION - DETROIT OFFICE  
BY INSPECTOR STEIN, December 2-17, 1952

Mr. Tolson  
Mr. Clegg  
Mr. Glavin  
Mr. Ladd  
Mr. Nichols  
Mr. Rosen  
Mr. Tracy  
Mr. Egan  
Mr. Gurnea  
Mr. Harbo  
Mr. Mohr  
Mr. Pennington  
Mr. Quinn  
Tele. Room  
Mr. Nease  
Miss Holmes  
Miss Gandy

*DETROIT INSPECTION*

Additional space needed, and SAC endeavoring to obtain same. Floors need cleaning and quarters painting. Two defects affecting safety found in check of 24 cars. 3,995 pending cases - 575 inactive. Delinquency 35.73%. Eighteen substantive errors in 3788 files - low. 608 form errors in 3788 files - high.

Estimated 350 dues-paying Communist Party members in Michigan. There are numerous sympathizers. No missing Smith Act subjects. Security informant coverage fair, with material improvement since last inspection. Criminal informant coverage inadequate, but some improvement shown since last inspection.

18% of 213 plant informant files delinquent. In 92 fugitive cases no reports submitted within 45 days. Two supervisors released for general assignment, and possibly one more can be released after 90 days.

Average overtime for September, October, and November, 1 hour 39 minutes. SAC above average for all three months. ASAC Donald E. Moore below office average for all three months for one month, but above average for 3 months. Supervisor Deane below office average for 3 months, but had 3 months' average of 1 hour 11 minutes. Supervisor Smith was 10 minutes below office average for 1 month, but well above office average for the 3 months. Supervisor Anderson below office average for all 3 months but had month's average of 1 hour 27 minutes. 26 Agents had less than 1 hour overtime during one or two of the three months, but only two Agents had less than 1 hour average for the 3 months' period. Explanations given by SAC appear acceptable.

520-1-117

CWS:mah;km

*Ln 39*



Time spent in office during October and November, 1952, averaged 67.50% for both months - too high. Resident Agents' time spent in office too high for same period. Chief Clerk's office reorganized. Assistant Chief Clerk had been spending most of her time in connection with Confidential Fund. Was relieved of that assignment so available now to assist in training new employees.

Numerous delinquencies found in assignment card box and roadwork box. 141 tickler cards missing. Spot check 5,000 index cards disclosed misfiling amounted to 2.22% - high. Many other delinquencies found in card index system, such as special indices. Consolidation of files not current although file space badly needed. An excessive number of deficiencies found in No. 1 and No. 3 registers and in Time and Attendance and Leave records. Communications costs reduced but must be reduced further. From \$200 to \$1000 was kept in locked drawer of desk of Assistant Chief Clerk during the day. SAC ordered to keep this money in his safe.

Under war plans the C. W. Radio room needs materials for blacking out. 39 fewer convictions and 48 fewer apprehensions in first four months present fiscal year compared with same period last fiscal year. Net 251 Agents - adequate. SAC believes 19 more needed. SAC requests two correlation clerks and four regular clerks, of which two would relieve two typists now in Chief Clerk's Office.

#### EVALUATIONS

1. Physical Condition and Maintenance - fair.  
(Through no fault of SAC.) Space inadequate, floors need cleaning and walls painting. Office is vigorously pressing General Services Administration on subject.

2. Investigative Operations - unsatisfactory.  
Criminal informant coverage inadequate but improved since last inspection. Security informant coverage fair, and office is actively endeavoring to improve coverage.

3. Administrative Operations - unsatisfactory.  
Many delinquencies in Chief Clerk's Office. Mitigating factor was shortage of clerks. Time spent in office too high.

4. Personnel Matters - very good. Employees all passed tests. No complaints.

5. Contacts - good.

6. SAC Scheidt was on sick leave during the period of the inspection. He had been SAC in Detroit since September 2, 1952. He had the ability to handle the office, but I would have recommended that he be removed as SAC for the many delinquencies discovered during the inspection. On January 30, 1953, he retired.

7. ASAC Donald E. Moore has been ASAC in Detroit since December 6, 1951. Prior to that he had been a Bureau Supervisor. He is developing but needs more experience as an ASAC before assuming additional responsibilities. He needs more administrative experience. He is now on probation.

RECOMMENDATIONS:

1. SAC James A. Robey was the SAC in Detroit from September 22, 1951, to August 21, 1952. Shortly after the conclusion of the inspection, a letter was directed to SAC Robey to explain delinquencies chargeable to him during his tenure as SAC. An additional letter has been sent him to submit more detailed explanations for delinquencies attributable to him.

2. That ASAC Donald E. Moore be continued upon probation for the many delinquencies found during the inspection. He has been ASAC in Detroit since December 6, 1951. Moore was in charge of the Detroit Office from August 21, 1952, when SAC Robey departed to Kansas City until September 2, 1952, when former SAC Scheidt arrived. He was also in charge of the office when the SAC would be away from the office on leave or official business. Scheidt was sick a considerable portion of the time.

Since Moore shared the responsibility for the operation of the Detroit Office, he must also be held accountable for the many delinquencies discovered during the inspection.

Censure recommended for Moore now, and if approved an appropriate letter is attached. If Detroit has not greatly improved by the next inspection, consideration will be given to recommending the removal of Moore.

Handled  
3/2

3. That Supervisor Irving R. Anderson receive a letter of censure because 6 substantive errors were found on the security desk he supervises. The Assistant Supervisor on this desk was Robert W. Reed but the substantive errors are attributable to Anderson. As of December 1, 1952, there were 834 pending cases under Anderson's supervision of a Security - C nature. The substantive errors attributable to Anderson are as follows:

a. Undue delay in investigating the security case wherein the subject was a known Communist Party member as late as 1948. File reflects he is employed in a key facility and this information has not been furnished to the Office of Special Investigations, Air Force.

b. File reflects that the subject is an active member of the Socialist Workers Party and is employed in a key facility. Case was assigned for investigation September 15, 1951. No report has been submitted and no dissemination has been made to the pertinent intelligence agency.

c. Case was assigned February 14, 1952. File reflects that subject is active in the Socialist Workers Party. No report had been submitted as of December 8, 1952.

d. Case was assigned September 15, 1951; file states that subject is active in the Socialist Workers Party. No report had been submitted as of December 12, 1952.

5. In a security case the Bureau was advised by the Detroit Office on May 28, 1952 that further investigation would be conducted. No additional investigation had been conducted at the time of the inspection.

Handed 4/24/52  
4. That Supervisor Robert W. Molloy, who handles one of the criminal desks assisted by another supervisor, be given a letter of censure for 3 substantive errors found on his desk for which Molloy's explanations are not acceptable. As of December 1, 1952, this desk had 865 cases. The substantive errors are described as follows:

a. A lead in a report dated June 13, 1952, concerning an Interstate Transportation of Stolen Motor Vehicle Case with other violations had not been reported by December 3, 1952.

b. A probation violator case was opened October 9, 1952. No Fugitive Form Letter was submitted to the Bureau until September 8, 1952.

c. Delay in covering a lead on an Interstate Transportation of Stolen Property Case from May 28, 1952 to December 4, 1952.

Handed 4/24/52  
5. That Supervisor William O. Bradley on the Accounting Desk be given a letter of censure for the 3 substantive errors found on his desk. The Assistant Supervisor was Dale E. Berglund, but the errors are attributable to Bradley. This desk as of December 1, 1952, had a total of 799 cases which included Selective Service Cases. The substantive errors are described as follows:

a. The United States Attorney requested investigation in a Selective Service Case June 10, 1952, in which the subject failed to report for induction. The subject was indicted July 10, 1952, arraigned July 17, 1952, and on the same date was released to report for induction. No report had been submitted in this case by December 11, 1952.

b. In a Selective Service Case, the synopsis of a report read that the description of the subject was obtained, but the details did not give it.

c. Extreme delay in conducting an investigation and failure to submit initial investigative report by December 12, 1952, in a National Bankruptcy Act - Mail Fraud Case opened September 7, 1951. Failure to re-assign case when it was obvious that the agent to whom it was assigned could not handle it.

6. That Chief Clerk John A. O'Hare be placed upon probation for the delinquencies found in the Chief Clerk's Office and for his failure to have a current training program. Mitigating circumstances are that there was a shortage of personnel. O'Hare was trying to do first things first and get by.

Handled  
EOP  
3/2

The Assistant Chief Clerk Mrs. Alice Worthington was spending almost all her time handling the confidential fund thus depriving the Chief Clerk's Office of her services to that extent. This situation was corrected during the inspection.

Two days before the inspection started, 5 clerks were transferred in which should result in bringing the work to a current basis.

For those reasons it is recommended that he be placed upon probation rather than to demote him.

7. That the Detroit Office be given a re-check in approximately 90 days.

OK ✓  
2/13

## ROUTING SLIP

TO : BUREAU

DATE: 3/3/53

FROM : SAC, DETROIT

SUBJECT: SPECIAL AGENTS' PHYSICAL EXAMINATIONS

Attached hereto are the reports of medical examination of Special Agents ROBERT DONALD COOPER and JOHN T. LYNCH, JR., and ASAC DONALD E. MOORE. Also attached is the electrocardiographic report (#1576) of SA CHARLES E. GHENT, which, you will notice, is normal.

ATTACHMENTS (4)

MAR 12 1953

REPORT OF MEDICAL EXAMINATION

1. LAST NAME—FIRST NAME—MIDDLE NAME <b>MOORE, DONALD E.</b>		2. GRADE AND COMPONENT OR POSITION <b>Asst Sp. Agent in Chg.</b>	3. IDENTIFICATION NO.
4. HOME ADDRESS (Number, street or R.F.D., city or town, zone and State) <b>13957 Stahelin, Detroit 23, Michigan</b>		5. PURPOSE OF EXAMINATION <b>Annual</b>	6. DATE OF EXAMINATION <b>16 Jan 53</b>
7. SEX <b>Male</b>	8. RACE <b>Caucasian</b>	9. TOTAL YRS. GOVT. SERVICE MILITARY <b>1110/12</b> CIVILIAN	10. DEPARTMENT, AGENCY, OR SERVICE <b>FBI</b>
11. ORGANIZATION UNIT		12. DATE OF BIRTH <b>11 Jul 18(34) Oketo, Kansas</b>	
13. PLACE OF BIRTH		14. NAME, RELATIONSHIP, AND ADDRESS OF NEXT OF KIN <b>Mrs. Donald E. Moore - Wife - Detroit, Michigan</b>	
15. EXAMINING FACILITY OR EXAMINER, AND ADDRESS <b>Selfridge Air Force Base, Michigan</b>		16. OTHER INFORMATION	

17. RATING OR SPECIALTY — TIME IN THIS CAPACITY: TOTAL — LAST SIX MONTHS —

CLINICAL EVALUATION		NOTES.—Describe every abnormality in detail. (Enter pertinent item number before each comment; continue in item 73 and use additional sheets if necessary.)
NORMAL	ABNOR- MAL	(Check each item in appropriate column; enter "N" if not evaluated)
X		18. HEAD, FACE, NECK, AND SCALP
X		19. NOSE
X		20. SINUSES
X		21. MOUTH AND THROAT
X		22. EARS—GENERAL (Int. & ext. canals) (Auditory acuity under items 70 and 71)
X		23. DRUMS (Perforation)
X		24. EYES—GENERAL (Visual acuity and refraction under items 80, 81, and 82)
X		25. OPHTHALMOSCOPIC
X		26. PUPILS (Equality and reaction)
X		27. OCULAR MOTILITY (Associated parallel movements, nystagmus)
X		28. LUNGS AND CHEST (Include breasts)
X		29. HEART (Thrust, size, rhythm, sounds)
X		30. VASCULAR SYSTEM (Varicosities, etc.)
X		31. ABDOMEN AND VISCERA (Include hernia)
X		32. ANUS AND RECTUM (Hemorrhoids, fistulas) (Prostate if indicated)
X		33. ENDOCRINE SYSTEM
X		34. G-U SYSTEM
X		35. UPPER EXTREMITIES (Strength, range of motion)
X		36. FEET
X		37. LOWER EXTREMITIES (Except feet) (Strength, range of motion)
X		38. SPINE, OTHER MUSCULOSKELETAL
X		39. IDENTIFYING BODY MARKS, SCARS, TATTOOS
X		40. SKIN, LYMPHATICS
X		41. NEUROLOGIC (Equilibrium tests under item 78)
X		42. PSYCHIATRIC (Specify any personality deviation)
Females only (Check how done)		
	43. PELVIC <input type="checkbox"/> VAGINAL <input type="checkbox"/> RECTAL	

44. DENTAL (Place appropriate symbols above or below number of upper and lower teeth, respectively)		REMARKS AND ADDITIONAL DENTAL DEFECTS AND DISEASES
O.—Restorable teeth I.—Nonrestorable teeth X.—Missing teeth XXX.—Replaced by dentures (6 X 8).—Fixed bridge, brackets to include abutments		Type 3 examination Class 1
R	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16	
I	32 31 30 29 28 27 26 25 24 23 22 21 19 18 17 16	

45. URINALYSIS: SP. GR. <b>1.015</b>			46. CHEST X-RAY (Place, date, film number, results) <b>Selfridge AFB Mich. 16 Jan 53</b> <b>#615</b> <b>Negative</b>	47. SEROLOGY (Specify test used and results) <b>Cariolipin negative</b>
ALBUMIN <b>Neg</b>	SUGAR <b>Neg</b>	MICROSCOPIC <b>Normal</b>	48. EKG <b>- 104</b> <b>89 MAR 27 1953</b>	49. BLOOD TYPE AND RH <b>Type O</b> <b>BH 7-1953</b>
50. OTHER TESTS				

Selfridge AFB Mich. 3-10-53  
2034 mg

DM



MAD 8 1953 1953

MEASUREMENTS AND OTHER FINDINGS																															
51. HEIGHT <b>72 1/2"</b>		52. WEIGHT <b>190</b>		53. COLOR HAIR <b>Brown</b>		54. COLOR EYES <b>Blue</b>		55. BUILD: <input type="checkbox"/> SLENDER <input checked="" type="checkbox"/> MEDIUM <input type="checkbox"/> HEAVY <input type="checkbox"/> OBESSE		56. TEMP. <b>98.6</b>																					
57. BLOOD PRESSURE (Arm at heart level)						58. PULSE (Arm at heart level)																									
SITTING SYS. <b>118</b> DIAS. <b>72</b>		RECUM-BENT SYS. <b>--</b> DIAS. <b>--</b>		STANDING (3 min.) SYS. <b>--</b> DIAS. <b>--</b>		SITTING <b>80</b>		AFTER EXERCISE <b>104</b>		2 MIN. AFTER <b>88</b>																					
59. DISTANT VISION				60. REFRACTION				61. NEAR VISION																							
RIGHT 20/ <b>30</b> CORR. TO 20/ <b>20</b>				BY <b>--</b> S. <b>--</b> CX <b>--</b>				20/20 CORR. TO <b>--</b> BY <b>--</b>																							
LEFT 20/ <b>50</b> CORR. TO 20/ <b>20</b>				BY <b>--</b> S. <b>--</b> CX <b>--</b>				20/20 CORR. TO <b>--</b> BY <b>--</b>																							
62. METEOROPHORIA: (Specify distance) ES° <b>--</b> EX° <b>--</b> R. H. <b>--</b> L. H. <b>--</b> PRISM DIV. <b>--</b> <b>Ortho</b> PC <b>--</b> PD <b>--</b>																															
63. ACCOMMODATION RIGHT <b>7.5</b> LEFT <b>8</b>				64. COLOR VISION (Test used and result) <b>AOC Abdg. Passed</b>				65. DEPTH PERCEPTION (Test used and score) UNCORRECTED <b>--</b> CORRECTED <b>--</b>																							
66. FIELD OF VISION <b>Normal</b>				67. NIGHT VISION (Test used and score) <b>--</b>				68. RED LENS <b>--</b>		69. INTRAOCULAR TENSION <b>Normal</b>																					
70. HEARING		71. AUDIOMETER						72. PSYCHOLOGICAL AND PSYCHOMOTOR (Tests used and score)																							
RIGHT WY <b>15</b> /15 SV <b>15</b> /15		<table border="1"> <tr> <td>250 858</td> <td>500 818</td> <td>1000 1084</td> <td>2000 8028</td> <td>3000 8890</td> <td>4000 4098</td> <td>8000 8128</td> </tr> <tr> <td>RIGHT</td> <td colspan="6"><b>NOT AVAILABLE</b></td> </tr> <tr> <td>LEFT</td> <td colspan="6"></td> </tr> </table>						250 858	500 818	1000 1084	2000 8028	3000 8890	4000 4098	8000 8128	RIGHT	<b>NOT AVAILABLE</b>						LEFT									
250 858	500 818	1000 1084	2000 8028	3000 8890	4000 4098	8000 8128																									
RIGHT	<b>NOT AVAILABLE</b>																														
LEFT																															

73. NOTES (Continued) AND SIGNIFICANT OR INTERVAL HISTORY

**None**

(Use additional sheets of plain paper if necessary)

74. SUMMARY OF DEFECTS AND DIAGNOSES (List diagnoses with item numbers)

**None**

75. RECOMMENDATIONS--FURTHER SPECIALIST EXAMINATIONS INDICATED (Specify)						76. PHYSICAL PROFILE																	
						<table border="1"> <tr> <td>P</td> <td>U</td> <td>L</td> <td>H</td> <td>E</td> <td>S</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>						P	U	L	H	E	S						
						P	U	L	H	E	S												
77. EXAMINEE (Check) <input checked="" type="checkbox"/> IS QUALIFIED FOR <b>FBI - Annual</b> <input type="checkbox"/> IS NOT						PHYSICAL CATEGORY																	
78. IF NOT QUALIFIED, LIST DISQUALIFYING DEFECTS BY ITEM NUMBER						<table border="1"> <tr> <td>A</td> <td>B</td> <td>C</td> <td>E</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </table>						A	B	C	E								
A	B	C	E																				
79. TYPED OR PRINTED NAME OF PHYSICIAN <b>SAMUEL L. PETTIT, CAPT. USAF (DO) AME</b>						SIGNATURE <i>Samuel L. Pettit</i>																	
80. TYPED OR PRINTED NAME OF PHYSICIAN						SIGNATURE <i>George S. McClench</i>																	
81. TYPED OR PRINTED NAME OF DENTIST OR PHYSICIAN (Indicate which) <b>GEORGE S. MCCLENCH, LT. COL. USAF (DO)</b>						SIGNATURE <i>George S. McClench</i>																	
82. TYPED OR PRINTED NAME OF REVIEWING OFFICER OR APPROVING AUTHORITY						SIGNATURE <i>George S. McClench</i>																	
						NUMBER OF AT-TACHED SHEETS																	

ATTACHMENT TO STANDARD FORM 88  
(Revised July 21, 1952)

Report of Medical Examination

FOR INFORMATION AND GUIDANCE OF MEDICAL EXAMINER:

The following portions of the attached examination report form need not be completed:

2	67
3	68
11	69
14	71 (unless other
17	examination indi-
62	cates desirable)
65	72

Item 48, the electrocardiogram, is not required unless the examinee is over 35 years of age or unless other examination indicates such is desirable.

If the examinee is an applicant, the Chest X ray and blood type and Rh factor (Items 46 and 49) are not necessary unless the facilities for affording same are readily available to the examiner.

FOR ALL EXAMINEES, WHETHER CLERICAL OR SPECIAL AGENT APPLICANTS OR EMPLOYEES:

The medical examiner should answer the following question:

Examinee IS qualified for strenuous physical  
(is or is not)  
exertion. (Designate which)

FOR ALL MALE EMPLOYEES OR APPLICANTS:

The medical examiner is requested to answer the following:

Does examinee have any defects restricting or prohibiting his participation in defensive tactics and dangerous assignments which might entail the practical use of firearms?

NO  
If answer is "yes" please specify.

IT IS ESSENTIAL THAT ALL STATEMENTS IN ITEMS 59, 61, 64 AND 70 PERTAINING TO VISUAL ACUITY, COLOR VISION AND HEARING BE COMPLETED IN DETAIL.

Nelson H. Schimmel  
(Signature of Medical Examiner)

1-16-53  
(Date)

ENCLOSURE

67-191804-138

SAC, Detroit Inspection

3/5/53

Director, FBI

PERSONAL ATTENTION

INSPECTION - DETROIT OFFICE

ASAC Moore requested of Mr. Mason telephonically, while talking with the Bureau, background information concerning the case entitled "[redacted] Security Matter - C."

There are enclosed a yellow and a thin white copy of a memorandum dated 1/22/53, submitted by J. Raymond Coghlan, the yellow of which should be placed in the field personnel file of Mr. Coghlan, a thin white copy of which should be placed in the case file entitled "[redacted]" and additional copies should be prepared for inclusion in the file of Supervisor Anderson, in the file of Supervisor Charles E. Ghent, and in the file of ASAC Moore.

b6  
b7C

You should see that appropriate disposition is made of copies of this memorandum and you are instructed to forthwith submit to the Training and Inspection Division the explanation of Agent Solomon. This explanation is to be furnished by return mail.

Enclosures (2)

EDM:FHW

43

**FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE**

**REPORT OF PERFORMANCE RATING**

Name of Employee: DONALD E. MOORE

Where Assigned: DETROIT

(Division)

(Section, Unit)

Payroll Title: ASSISTANT SPECIAL AGENT IN CHARGE GS-13

Rating Period: from APRIL 1, 1952 to MARCH 31, 1953

ADJECTIVE RATING: SATISFACTORY  
Outstanding, Satisfactory, Unsatisfactory

Employee's  
Initials

DM

Rated by:

F. H. McIntire

Special Agent  
in Charge

3/31/53

Signature F. H. McIntire

Title

Date

Reviewed by:

W. J. Glavin

Signature

Title

Date

ASSISTANT DIRECTOR

APR 27 1953

Rating approved by:

W. J. Glavin

Signature

Title

Date

**TYPE OF REPORT**

(x) Official

(x) Annual

( ) Administrative

( ) 60-day

( ) Transfer 14 APR 27 1953

( ) Separation from service

( ) Special

85 MAY 27 1953

140

87-191804-139

Searched

Indexed

60-day

Transfer

Separation from service

Special

W. J. Glavin

MAY 27 1953

NARRATIVE COMMENTS

Note: The regulations require that OUTSTANDING ratings be supported by a statement in writing setting forth IN DETAIL the performance IN EVERY ASPECT and the REASONS for considering each worthy of SPECIAL COMMENDATION. UNSATISFACTORY ratings must be supported by a statement in writing stating (1) WHEREIN the performance is unsatisfactory, (2) the facts of the (90 day) PRIOR WARNING, and (3) the efforts made AFTER THE WARNING TO HELP the employee bring his performance up to a satisfactory level.

RECEIVED  
MAY 27 1953

# PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee DONALD E. MOORE Title Assistant Special Agent in Charge GS-13  
Rating Period: from 4/1/52 to 3/31/53

## RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared. Rate items as follows:

- + Outstanding (exceeding excellent and deserving special commendation).  
✓ Satisfactory (ranging from good to excellent but not sufficient to rate outstanding).  
- Unsatisfactory.  
0 No opportunity to appraise performance during rating period.

Guide for determining adjective rating:

An 'Outstanding' rating cannot be justified unless all elements rated are 'plus', and in addition, of course, supporting comments must comply with the requirements as set out on the reverse of form FD-185.

So far as 'Satisfactory' and 'Unsatisfactory' ratings are concerned, it is impossible to provide a mechanical formula for computing the various 'plus', 'check', and 'minus' marks because such would presume equal weight for all elements rated. Good judgment must be exercised to insure that the adjective rating is reasonable in the light of the elements rated. All minus marks must be supported by narrative detail, and of course, all 'Unsatisfactory' ratings must comply with the requirements as set out on the reverse of form FD-185.

- |  |   |
|--|---|
| <p><u>+</u> (1) Personal appearance.<br/><u>+</u> (2) Personality and effectiveness of his personal contacts.<br/><u>+</u> (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load).<br/><u>+</u> (4) Physical fitness (including health, energy, stamina).<br/><u>+</u> (5) Resourcefulness and ingenuity.<br/><u>+</u> (6) Forcefulness and aggressiveness as required.<br/><u>+</u> (7) Judgment, including common sense, ability to arrive at proper conclusions; ability to define objectives.<br/><u>+</u> (8) Initiative and the taking of appropriate action on own responsibility.<br/><u>+</u> (9) Planning ability and its application to the work.<br/><u>+</u> (10) Accuracy and attention to pertinent detail.<br/><u>+</u> (11) Industry, including energetic consistent application to duties.<br/><u>+</u> (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control.<br/><u>+</u> (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and 'knowhow' of application.<br/><u>+</u> (14) Technical or mechanical skills.<br/><u>+</u> (15) Investigative ability and results:<br/>    <u>+</u> (a) Internal security cases<br/>    <u>+</u> (b) Criminal or general investigative cases<br/>    <u>+</u> (c) Fugitive cases<br/>    <u>+</u> (d) Applicant cases<br/>    <u>+</u> (e) Accounting cases<br/><u>+</u> (16) Physical surveillance ability.</p> | <p><u>+</u> (17) Firearms ability.<br/><u>+</u> (18) Development of informants and sources of information.<br/><u>+</u> (19) Reporting ability:<br/>    <u>+</u> (a) Investigative reports<br/>    <u>+</u> (b) Summary reports<br/>    <u>+</u> (c) Memos, letters, wires<br/>    (Consider: <u>+</u> conciseness; <u>+</u> clarity; <u>+</u> organization; <u>+</u> thoroughness; <u>+</u> accuracy; <u>+</u> adequacy and pertinency of leads; <u>+</u> administrative detail)<br/><u>+</u> (20) Performance as a witness.<br/><u>+</u> (21) Executive ability:<br/>    <u>+</u> (a) Leadership<br/>    <u>+</u> (b) Ability to handle personnel<br/>    <u>+</u> (c) Planning<br/>    <u>+</u> (d) Making decisions<br/>    <u>+</u> (e) Assignment of work<br/>    <u>+</u> (f) Training subordinates<br/>    <u>+</u> (g) Devising procedures<br/>    <u>+</u> (h) Emotional stability<br/>    <u>+</u> (i) Promoting high morale<br/>    <u>+</u> (j) Getting results<br/><u>+</u> (22) Ability on raids and dangerous assignments:<br/>    <u>+</u> (a) As leader<br/>    <u>+</u> (b) As participant<br/><u>+</u> (23) Organizational interest, such as making of suggestions for improvement.<br/><u>+</u> (24) Ability to work under pressure.<br/><u>+</u> (25) Miscellaneous. Specify and rate:<br/>    <u>+</u> Dictation ability<br/>    <u>+</u> Automobile driving ability</p> |
|--|---|

A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as resident Agent, supervisor, instructor, etc.):

Assistant Special Agent in Charge

B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker):

Desk Man, Administrator, Personnel Supervision, Speaker

C. (1) Is employee available for general assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)  
(2) Is employee available for special assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)

D. Has employee had any abnormal sick leave record during rating period? No (If so, explain in narrative comments.)

ADJECTIVE RATING :

SATISFACTORY

Outstanding, Satisfactory, Unsatisfactory

DONALD E. MOORE  
ASSISTANT SPECIAL AGENT IN CHARGE  
ANNUAL PERFORMANCE RATING

Mr. Moore is tall, is well-built, dresses very neatly and in good taste, and at all times presents an excellent personal appearance. He is aggressive and forceful, yet friendly, and has an outstanding personality. He has an unusual faculty of getting along with employees under his supervision as well as with the general public. In dealing with employees, he is very fair and very understanding, yet very firm in his decisions and instructions. He is well-liked by his fellow employees and at the same time is highly respected.

During the period of this report, he has been Assistant Special Agent in Charge of the Detroit Office. During a considerable period of this report, he has had the responsibility of operating the office. This was brought about due to the transfers of SACs, due to extended sick leave taken by SACs, and due to the periods between SACs, when he was Acting Agent in Charge. He has an excellent knowledge of the Bureau's rules, regulations, and procedures and an unusually good understanding of the Bureau's aims and objectives.

By letter dated September 19, 1952, he was commended by the Director for his splendid assistance in the supervision of the investigations and apprehensions of Communist Party functionaries in the Detroit Division. In this letter he was commended for his intelligence and good judgment in the coordinating of the investigations.

By letter dated December 31, 1952, he was criticized by the Director for his failure to immediately advise the Bureau by appropriate expeditious means of the fact that erroneous identifying data had been reported by this office. As a result of this delinquency, he was placed on probation.

By letter dated January 16, 1953, from the Director, Mr. Moore was criticized for permitting the Detroit Office to process certain mail in an improper manner.

By letter dated February 13, 1953, the Director called to Mr. Moore's attention some of the outstanding delinquencies that were noted during the inspection of the Detroit Office. In view of the number of these delinquencies and in view of Mr. Moore's share in the responsibility due to his being ASAC and Acting SAC during the period, he was continued on probation.

Rating: Satisfactory

Initials: DM

Mr. Moore is rated as an excellent dictator, is capable of handling the most complicated investigations either from a supervisory or an investigative standpoint, is physically capable of handling any type of assignment, is qualified in the use of firearms, and is capable of handling any type of dangerous assignment, either as a participant or as a leader.

I have participated in the apprehension of bank robbers, wherein Mr. Moore handled one squad and I the other, and he performed his duties in an exemplary manner.

In arriving at an adjective rating of satisfactory, I am taking into consideration the delinquencies that have been called to Mr. Moore's attention as well as his outstanding performance on many other occasions. I believe he is easily entitled to a rating of satisfactory in Grade GS-13. Mr. Moore is available for any type assignment, either general or special.



# Office Memorandum • UNITED STATES GOVERNMENT

TO : Director, FBI

DATE: April 13, 1953

FROM : SAC, Detroit (67-7341)

SUBJECT: DONALD E. MOORE  
ASSISTANT SPECIAL AGENT IN CHARGE  
DETROIT DIVISION

*Walters*  
~~CONFIDENTIAL~~

Reference is made to the attached Annual Performance Rating, and to Bureau letter dated December 31, 1952, and Bureau letter dated February 13, 1953, placing Mr. Moore on probation and continuing him on probation.

I have observed Mr. Moore's work very closely since arriving in Detroit and I am of the opinion that he is doing an excellent job. I feel that he is capable of being Special Agent in Charge of an average-size office.

During the past two months, he has personally handled the supervision of the confidential informant development program and in so doing has materially improved the informant coverage and the potential informant coverage.

I recommend that he be removed from probation and that he be immediately reallocated from Grade GS-13 to Grade GS-14.

FHM:MJF  
Attachment

*Hold - pending results of  
Inspection of Detroit - 3/20/53  
per JPM*

APR 15 11 03 AM '53

140

147

18 JUN 1 1953

67-171-140
Searched .....
Numbered .....
14 APR 21 1953
SEEN 11 11 1953

THREE

NAME: DONALD E. MOORE

ASSISTANT SPECIAL AGENT IN CHARGE

EOD: MARCH 10, 1941

GRADE: GS-13 \$8,560

SAC MC INTIRE: Mr. Moore presents an excellent personal appearance and has an excellent personality. He has an unusually good knowledge of the Bureau's work and has exhibited excellent judgment in the handling of his responsibilities. He is a hard worker and produces a large volume of excellent quality work. He has in the past been somewhat too easy on employees under his supervision. He has, I believe, fully corrected this delinquency and is now demanding from the employees the quantity and quality of work that they should produce. He is an excellent Assistant Special Agent in Charge and I am very well satisfied with his development. He has potential SAC qualities that I believe can be developed in a reasonably short time.

INSPECTOR DeLOACH: ASAC MOORE presents an excellent personal appearance and has a very congenial personality. He is well liked by personnel assigned to the Detroit Division. He is conscientious and is a "plugger". MOORE has acted as SAC of the Detroit Office for a substantial period of time, having acted in such capacity prior to former SAC SCHEIDT's arrival and following SAC SCHEIDT's retirement in January 1953, and March 4, 1953, on which date SAC McINTIRE assumed duties as SAC. MOORE is currently on probation. Due to the fact that he has acted as Agent in Charge for a substantial period of time in Detroit, he is responsible for a large number of the delinquencies reflected by the inspection. With respect to personal supervision, MOORE supervises Desk No. 1, which handles major criminal matters in Detroit. On the opening day of the inspection, there were 342 pending cases on this desk and 47 agents assigned to the desk. Of the 47 agents, 32 were resident agents. There were two errors of substance in one of 326 pending files, or a .30 per cent error of substance rating in pending files on the ASAC's desk.

INSPECTION REPORT  
DETROIT OFFICE  
INSPECTOR C. D. DeLOACH  
MAY 2 1953  
FHM:MEB

JUN 10 1953 136

RECORDED  
JUN 10 1953

There were no errors of substance in 51 closed files. There were 23 errors of form in 16 of 326 pending files examined for a 4.9 per cent error of form rating in pending files. There were only two errors of form in 51 closed files on this desk. There were 13 instances, reflected by a review of 50 pending files, in which the 30-day deadline coverage of fugitive deadlines were missed for 26.0 per cent rating in cases of this nature. ASAC MOORE has averaged 1 hour 54 minutes per day voluntary overtime, January through March 1953. The agents assigned to his squad averaged 1 hour 39 minutes per day during the same period. The same agents were spending an average of 38.96 per cent time spent in office. This is excessive in view of the nature of the cases handled. However, a great deal of this time was spent in preparation of administrative matters, concerning police schools and other administrative matters in the Detroit office.

ASAC MOORE made considerable progress in heading up the Criminal Informant Program of the Detroit Office. Qualified informants have increased from 16 to 32 since the last inspection. Potential Criminal Informants have increased from 164 to a total of 229. Sixteen Potential Criminal Informants have been developed into qualified informants since the last inspection. There are now qualified informants in all but 3 of the 15 Resident Agencies. Coverage is being effectively utilized, although yet inadequate. Delinquencies in informant files have been reduced from 64.67 per cent as reflected by the last inspection, to 5.73 per cent, as shown during the most recent inspection. The evaluation of "Good" or better, increased from 27.27 per cent to 65.93 per cent, in comparing the two inspections.

#### RECOMMENDATIONS

That ASAC MOORE be continued on probation as result of the delinquencies disclosed in the Detroit office. It is strongly recommended, however, that no consideration be given to removing him from office at this time due to the tremendous improvement shown in the Criminal Informant Program, which was personally handled by this ASAC. A recheck inspection within ninety days has been recommended for Detroit. ASAC MOORE's work will be observed most closely at that time and his removal will be recommended if no improvement is shown.

*Letter 6/14/53  
continuing Moore  
on probation  
J. H. Kavan  
5.*

Mr. Tolson

May 27, 1953

H. H. Clegg

INSPECTION - DETROIT DIVISION

SYNOPSIS

(1) 850 square feet additional space acquired since December 1952, which allows for current total of 23,615 square feet and 58.40 square feet per employee. Instructions issued re completing consolidation of closed files project and placing closed files side to side instead of front to back which will allow for 173 empty file drawers or approximate space for 35 cabinets. After carrying out instructions and taking over 840 square feet of needed space on 12th floor (justification previously submitted to Bureau), Federal Building, Detroit space will then be adequate and can be more efficiently arranged. Plans laid out for SAC to follow in arranging space. Walls and ceilings are badly in need of cleaning. GSA has received repeated requests re this. Housekeeping delinquencies (5 dirty desks and file drawers, unauthorized objects in desk) denote need for closer and more frequent inspections of office furniture.

(2) Outdoor rifle range scheduled for May 1953 shoot found unsatisfactory due to close proximity of housing. Detroit will use range at Fort Custer, Michigan, until suitable range is obtained closer to Headquarters City.

(3) 58 cars assigned Headquarters City driven average of 1218 miles per month 1-1-53 to 3-31-53. Among ten agents driving personally-owned automobiles, three averaged 1,711 miles per month during above period, while remainder averaged considerably less mileage. Bureau cars will be assigned these 3 men. SAC, by letter 3-26-53, requested 16 cars, 8 as replacements for old cars and 8 additional cars. Survey reflected 11 instead of 16 cars needed. 8 of the 11 should be replacements. Detroit

Advised by Inspector that no cars available at this time and that needs will be considered consistent with needs of entire field. 24 of 86 cars inspected and only minor delinquencies noted. Existing cars not fully utilized.

(4) Maintenance employees who have access to Resident Agency space have not been checked through general indices. Instructions issued for this to be done immediately.

Mr. Tolson  
Mr. Ladd  
Mr. Nichols  
Mr. Belmont  
Mr. Clegg  
Mr. Glavin  
Mr. Harbo  
Mr. Rosen  
Mr. Tracy  
Mr. Mohr  
Mr. Winterrowd  
Tele. Room  
Mr. Holloman  
Mr. Sizoo  
Miss Gandy

154  
JUN 22 1953

1 CC - Mr. GLAVIN

Attn: H. L. EDWARDS

50.06% decrease in communications cost effected period November 1952 through February 1953 as compared with July-October 1952. 41.02% increase in cost from Washington to Detroit during this period. Several Resident Agents careless in making lengthy calls. Explanations obtained. Memoranda of explanation will be required in future if any calls from Resident Agencies are unduly prolonged.

(6) 3101 active, 704 inactive, and 3805 total cases pending on 4-24-53; delinquency of 25.6%. Reductions needed in statistically potential classifications, i.e. Interstate Transportation of Stolen Motor Vehicle (36.9%); White Slave Traffic Act (26%); Theft of Government Property (33.3%), and Deserters (27.8%). 1323 active Security cases with 34.3% delinquency. Security delinquency substantially reduced in all classifications from March, 1953, averages.

(7) SUMMARY OF INVESTIGATIVE OPERATIONS

(A) 25 miscellaneous errors of substance in 18 of 3424 pending files for a .52% error of substance rating. No substantive errors in 875 closed files reviewed. 9 errors represented delayed investigations, some very serious.

(B) Laziness in plant informant program. Of 170 pending cases, 100 have been pending 2 years or more, 13 cases delinquent. Files do not contain sufficient information upon which opinion can be based as to adequacy of coverage. Supervision of these cases switched from Security Desk so that greater attention can be devoted to this type case.

(C) Agents not making regular contributions to General Investigative Intelligence File (Crime Survey) and not properly channelizing information received from Potential Criminal Informants and Criminal Informants to this file. SAC has made some progress in this respect since his arrival March 4, 1953.

(D) Distinct weakness shown in Applicant & Deserter Cases:

(a) Of 286 AAAA cases closed in January 1953, deadlines missed in 115 cases for 40.2% average. 60 deadlines missed of 230 cases or 26.0%, February 1953; and 48 missed deadlines of 278 cases for 31.6% March 1953. 10.4% delinquency shown in meeting deadlines in 277 other type applicant cases, January - March 1953.

Delay letters were not sent to Bureau in 61.2% instances of deadlines missed in AAAA cases for above period. Shortage of clerical employees (Clerical-Agent ratio 33.4%) partially responsible for a percentage of these delinquencies; however, lax supervision, i.e. failure to open cases promptly, failure to report

promptly, poor administrative handling on desk also responsible. New administrative procedures established on applicant desk during inspection.

- (b) FUGITIVES - 109 out of 360 pending files, or 30.2% deadlines missed. This is excessive and instructions issued to set fugitive ticklers on 20-day basis.

(E) 33 of 3805 pending files ordered closed by Inspector because attention not merited.

(F) SECURITY PROGRAM

- (a) 6 SMITH ACT subjects apprehended 9-17-52, and presently free on bond pending trial. Present whereabouts of all six known. 57 individuals on Key Figure List; residence of 5 and employment of 3 unknown. 1293 persons on Security Index; photographs yet to be obtained on 311. Whereabouts of 12 unknown. 551 summary reports have been written to date; 742 must be submitted, and date for completion set for October, 1953. 3 of 11 Toplev interviews have been successful, culminating in either informants or confidential sources. 11 of 25 total errors of substance found during inspection were in Security files, mostly representing delayed investigation.
- (b) SECURITY INFORMANTS - Detroit currently has 30 Security Informants and 40 Potential Security Informants, representing increase of 3 Security Informants and 19 Potential Security Informants since last inspection, December, 1952. Of 30 qualified Security Informants, 6 evaluated as Excellent, 5 as Very Good, 10 Good, 3 Fair, 2 Poor, and 4 insufficient information in file to evaluate. 40 Potential Security Informants rated as follows: 1 Good, 1 Fair, 9 Poor, 29 insufficient information in file to evaluate. Security Informant coverage is inadequate. Informants are badly needed in the Ann Arbor, Ironwood, Jackson, Lansing, Marquette, Muskegon, and St. Joseph Resident Agencies. More concentration needed on Potential Security Informants, it being noted that only 1 of 40 looks promising.
- (c) 6 correlation clerks needed in Security work. This would relieve agents for more responsible duties. Lack of knowledge shown re channelizing information to Security and Security Informant files. This delinquency corrected.

**(G) IMPROVED CRIMINAL INFORMANT PROGRAM**

Qualified informants increased from 16 to 32, 100% increase since last inspection, December, 1952, while Potential Criminal Informants increased from 164 to 229. 16 Potential Criminal Informants have been developed into Qualified Informants during that time. Qualified informants in all but 3 of 15 Resident Agencies, while last inspection reflected no qualified informants in 9 Resident Agencies. Coverage is being effectively utilized, although yet inadequate. Progressive steps are being made to qualify additional Potential Criminal Informants. SAC instructed to devote special attention to development of informants in Theft of Government Property; Crime on Government Reservation, and Bank Robbery categories. Delinquencies in Criminal Informant files reduced from 64.6% as of last inspection, to 5.73% as reflected during current inspection. Informant evaluation of "Good" or better increased from 27.27% to 65.93%. Detroit has long way to go before coverage can be deemed adequate; however, above statistics reflect favorable progress due principally to ASAC Moore.

**(8) SUMMARY OF ADMINISTRATIVE OPERATIONS**

(A) 547 errors of form of 59 types in 3424 pending files or 13.5% and 33 such errors of 17 types in closed files, or 3.4%. 51.4% errors of form chargeable to agent personnel, mostly due to carelessness in submitting chargeout slips, (37.8%), and weaknesses in report writing (41.3%).

(B) Supervisory staff with exception of Accounting and Selective Service Desk, not reviewing cases with agent personnel at least every thirty days as required. Instructions issued.

**(C) Maintenance of files:**

**(a) Pending files**

- (1) 12 file drawer labels did not correspond with contents of drawers.
- (2) 114 files out over 7-day period.
- (3) 175 outdated chargeout slips.

**(b) Closed files**

- (1) 3 file drawers improperly labeled.
- (2) 10 files in need of repair.
- (3) 12 outdated chargeout slips.
- (4) 4 chargeout slips not removed.

(D) General Indices - Of 4,000 cards checked, 54 were found to be misfiled, for 1.35%. This represents reduction from last inspection percentage of 2.22%; however, still excessive.



(E) 7 miscellaneous delinquencies affecting stop notices. Corrections made. Chief Clerk O'Hare, now on probation, recommended for continuance on probation.

(F) Registers

- (a) 8 errors out of 77 entries in No. 2 register, January-March 1953, for 10.4% error rating. Explanations obtained.
- (b) 30 errors noted in review of No. 3 cards submitted for week of February 9-14, 1953, mostly representing errors in computing voluntary overtime and failure to show time in from lunch.

(G) Criminal Statistical Accomplishments

In comparing 9 months fiscal year 1953 with same period 1952, Detroit is substantially ahead in all categories with exception of convictions.

(H) Personnel Matters

- (a) Detroit has well-rounded recreational program; however, contributions to "Investigator" have been infrequent. Instructions issued for weekly submission.
- (b) Bureau Suggestion Program - Only 9 suggestions re improvements have been forwarded Bureau from employees now at Detroit since 4-30-52, for .027% rating. SAC instructed to instill interest in employees re this program.
- (c) 1 agent failed inspection examination; no inequities noted in voluntary overtime, which averaged 1 hour 33 minutes, January-March 1953.
- (d) Time in office, exclusive of Security Squad, averaged 38.54% (including Accountants). This is excessive and SAC ordered to cause immediate reduction. 4 Security Squads average 63.75% to 81.67% time in office, largely caused by necessity of summary report projects. However, additional outside investigative activity needed and SAC instructed to cause reduction on all squads with exception of Squad No. 7, which devotes full time to summary reports. SAC instructed to submit monthly reports to Bureau on time spent in the office.



- (e) All clerical employees passed their tests. All agents rated "Very Good" or better in dictation ability. 34 of 240 agents need testifying experience.
- (f) SAC of opinion 11 additional agents, for total of 252, needed by 7-1-53, in order to adequately handle responsibilities. Inspector disagreed, due to lowered delinquency (as of 5-1-53, 16.4%), reduced case load, and possibility of completion of summary report project by October 1, 1953. Agents currently average less than 19.5 cases per man, which is below field average. Inspector feels number of agents assigned is adequate at (241) present figure.
- (g) 2 additional Special Employees requested by SAC; however, only one recommended at this time by Inspector.
- (h) Current clerk to agent ratio - 33.4%. Bureau has approved 7 additional stenographers for total of 47; 1 additional typist, for total of 12, and 10 additional clerks, for total of 46. Surveys conducted during inspection indicate these additions needed. Clerk to agent ratio will then average, 44.1%.
- (i) Contact work proceeding slowly due to necessary correction of administrative delinquencies. 23 of 146 SAC contacts and 5 of 11 Special Service Contacts met since SAC's arrival March 4, 1953. SAC has met majority of Federal Judges, all U. S. Attorneys, Governor of Michigan, Chiefs of Police in larger cities, and leading newspaper figures throughout territory. Instructions left to step up this program.
- (j) Inspector met 19 leading judicial, law enforcement, newspaper and industrial figures. FBI well regarded in Detroit area.

#### EVALUATION

PHYSICAL CONDITION AND MAINTENANCE	- -	GOOD
INVESTIGATIVE OPERATIONS	- - - - -	GOOD
ADMINISTRATIVE OPERATIONS	- - - - -	FAIR
PERSONNEL MATTERS	- - - - -	GOOD
CONTACTS	- - - - -	GOOD

### RECOMMENDATIONS

(1) SAC FRED H. MCINTIRE - Has been in Detroit 1½ months, consequently not responsible for majority of delinquencies shown above. McIntire is aggressive, and appears determined to make good showing. He is "rapping the knuckles" of personnel in order to obtain better performance. A substantial reduction in case delinquency, slight improvement in stronger administration, and improvement in Criminal Informant Program has been effected since his arrival. He needs to concentrate on delinquencies shown by inspection, particularly weaknesses in Security Program, meeting of deadlines, firmness in supervision, and contact matters. Re-check inspection recommended for Detroit within 90 days. This should give McIntire ample time to get Detroit in shape. Detroit was in bad shape when McIntire inherited it and the office is still not up to the proper standards.

(2) ASAC D. E. MOORE - Currently on probation. He was continued on probation after the December 1952 inspection and it is recommended he be continued on probation now. Has served as Acting SAC substantial period of time in Detroit because former SAC Scheidt was absent prior to, during, and for a while following last inspection, December 1952. After SAC Scheidt's retirement in January, SAC McIntire did not report to Detroit until March 4, 1953. ASAC Moore, therefore, responsible for majority of delinquencies reflected by inspection. Two errors of substance in 326 pending files reviewed on ASAC Moore's desk; no errors of substance in 51 closed files reviewed. There were 23 errors of form in 326 pending files reviewed, for 4.9% error of form rating in pending files, and 3.9% error of form rating reflected by 2 errors of form in 51 closed files. The Plant Informant Program, was lagging. Fugitive deadlines were missed in 13 of 50 pending files reviewed, for 26.0% on Moore's desk. His voluntary overtime average, January through March, 1953, was 1 hour 54 minutes per day. His squad, January through March 1953, averaged 1 hour 39 minutes per day voluntary overtime, and 38.96% time spent in office. Continued probation is recommended, in view of over-all responsibility of ASAC Moore with respect to delinquencies in Detroit office. Removal of ASAC is not recommended in view of tremendous improvement shown in Criminal Informant Program, which was "sparked" by this ASAC and the fact that he is a capable man but had not been trained by previous SAC for the heavy responsibility of serving as SAC, as he was forced to do, in an office as large as Detroit. His performance will be judged most closely when recommended recheck inspection is made.

**(3) Acting Assistant Security Supervisor Mortimer C. Watson -**

Bulet to Detroit 5-5-53 advised Detroit no action being taken re that office's request for this man to be approved as full-time supervisor until observations of Inspector could be obtained. No action recommended re this request in view of this man's request for hardship transfer to Minneapolis, based upon mental illness of mother. Separate memorandum submitted.

**(4) Supervisor John J. Deane -** Removal as a supervisor is recommended separately. Delinquencies in Applicant and Deserter Program indicate laxness in supervision and leadership. Only one error of substance in pending files and no errors of substance in closed files on Deane's desk. However, there were 67 errors of form in 460 pending files, for a 10.6% error of form rating, and a 2.3% rating in closed files, represented by 10 errors of form in 347 such files. Deane averaged 1 hour 15 minutes voluntary overtime (lowest of any supervisor) during January - March 1953, while his squad averaged 1 hour 29 minutes, for the same period. The squad averaged 26.87% time spent in office, which is excessive for an Applicant and Deserter Squad. In January, out of 286 ARAA cases, 115 deadlines missed for 40.2%. In February, out of 230 ARAA cases closed 60 deadlines were missed, or 26%, and in March, out of 278 ARAA cases closed 88 deadlines, or 31.6% were missed. But Bureau not notified in 61.2% that deadline would be missed. Stenographer and clerk shortage had a bearing, but inefficient administrative practices were a major fault along with lack of aggressiveness. 70 out of 205 fugitive deadlines missed, or 34.1%.

**(5) Supervisor ROBERT W. MOLLOY -** Probation and censure recommended separately. Supervised cases in which 6 errors of substance found in 466 pending files for 1.28% error of substance rating. No substantive errors in closed files on his desk. 69 errors of form in 466 pending files, for 13.5% error of form rating. 4.3% error of form rating found in review of 114 closed files. Molloy averaged one hour, 37 minutes voluntary overtime, January - March, 1953, and his squad was found to be averaging 32.5% time spent in office, which is excessive for Agents handling criminal-type cases. This Supervisor received letter of censure based upon errors of substance found during December, 1952, inspection. The current inspection disclosed 8 errors of substance on his desk. He supervised six such cases.

(6) Supervisor CHARLES E. GHENT - Censure recommended separately. Coordinates Security Matters on Squads 5, 6, 7, and 8, Detroit Office. Eleven errors of substance in 1686 pending files, for .47% rating. No errors of substance in closed files. Rating of 18.1% error of form represented by 356 such errors in 1686 pending files. Ten errors of form in 198 closed files for 4.5% rating. Ghent averaged one hour, 40 minutes voluntary overtime, January - March, 1953. Slight improvement shown in Security Informant Program since last inspection, i.e., additional Security Informants, emphasis placed on Summary Report Project, and substantial reduction of Security case load delinquency. Needs to be more aggressive.

(7) Supervisor William C. Bradley, Jr. - Censure is being recommended separately because of past soft supervision which he is now correcting. 3 errors of substance on his desk out of 486 cases, 31 errors of form, 11 fugitive deadlines missed out of 30 files, his squad handling accounting and Selective Service averaged 50.42% time spent in the office.

(8) Supervisor Robert W. Reed - No action, satisfactory service as Supervisor of Security Squad 78 to which the newest Agents on Security work are assigned.

(9) Supervisor William Leon Smith - Censure recommended separately for mishandling a case on his desk. This man supervises Communist front groups, splinter groups, top functionaries, key figures. A conscientious supervisor.

(10) Chief Clerk John A. O'Hare - Continue on probation. He was put on probation 2/9/53 for inspection delinquencies.

(11) Recheck inspection for Detroit recommended within 90 days. If approved, inspection will be conducted during latter part of August, 1953.

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Director, FBI

DATE: June 22, 1953

FROM : SAC, Detroit

SUBJECT: DONALD E. MOORE  
ASSISTANT SPECIAL AGENT IN CHARGE  
(REQUEST FOR ANNUAL LEAVE)

*see Moore*

There are attached copies of SF-71 submitted by ASAC MOORE requesting annual leave from July 3, through July 17, 1953.

UACB, this leave will be taken by ASAC MOORE.

DEM:MJF

Attachments (2)

*Det. Sch*  
EXCL

*memo to Mr. Shuman*

*6-29-53*

*see star*

*173*

*32 JUL 8 1953*

*note in office  
from mac*

67-	141
JUN 23 1953	

*3*

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Glavin

DATE: June 29, 1953

FROM : H. L. Edwards *HL*SUBJECT: DONALD E. MOORE  
Assistant Special Agent in Charge  
Detroit Office  
On Probation

Tolson	_____
Ladd	_____
Nichols	_____
Belmont	_____
Glavin	_____
Harbo	_____
Rosen	_____
Tracy	_____
Gearty	_____
Mohr	_____
Winterrowd	_____
Tele. Room	_____
Holloman	_____
Sizoo	_____
Miss Gandy	_____

## REQUEST FOR ANNUAL LEAVE

By memorandum of 6-22-53, the SAC, Detroit forwarded leave slips submitted by ASAC Moore requesting annual leave from July 3 through July 17, 1953, a period of two weeks and one day. The SAC made no recommendation stating merely that unless advised to the contrary the leave would be taken.

Mr. Moore was placed on probation 12-31-52 for failing to advise the Bureau by appropriate expeditious means of the fact that the Detroit Office had transmitted erroneous identifying data regarding the subject of an ITSP case. On 2-13-53 he was advised that an inspection of the Detroit Office in January disclosed many delinquencies for which he shared responsibility as acting SAC, and he was therefore continued on probation. On 4-13-53, the SAC recommended Mr. Moore's removal from probation and promotion from Grade GS-13 to Grade GS-14. The Bureau postponed any action on this recommendation pending the results of an inspection in May, 1953.

As a result of that inspection, Mr. Moore was continued on probation by letter of 6-4-53.

RECOMMENDATION

It is recommended that a definite recommendation as to whether the leave should be granted be secured from the SAC and be supported with whatever reasons the SAC feels warrant granting this leave. As a rule, annual leave of more than two days on the part of an employee on probation requires prior Bureau approval.

67-191804-142

Searched \_\_\_\_\_

FEDERAL BUREAU OF INVESTIGATION

WEC:etw

Rec Leave be approved

Jugue 6/30/53

2 6/30

*[Signature]*

Wire to SAC 7-1-53 re: fac

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Jugue  
169  
JUL 9 1953  
Jugue  
Jan 7/1

URGENT

JULY 2, 1953

SAC, DETROIT

REURTEL JULY SECOND. LEAVE APPROVED AS REQUESTED FOR  
ASAC MOORE.

HOOVER

RKW:ma c

JUL 2 3 31 PM '53  
RECEIVED READING ROOM  
FBI  
U.S. DEPT. OF JUSTICE

Mr. Tolson	_____
Mr. Ladd	_____
Mr. Nichols	_____
Mr. Belmont	_____
Mr. Clegg	_____
Mr. Glavin	_____
Mr. Harbo	_____
Mr. Rosen	_____
Mr. Tracy	_____
Mr. Gearty	_____
Mr. Mohr	_____
Mr. Winterrowd	_____
Room	_____
Tele. Room	_____
Mr. Holloman	_____
Mr. Gandy	_____

FEDERAL BUREAU OF INVESTIGATION  
U. S. DEPARTMENT OF JUSTICE  
COMMUNICATIONS SECTION

JUL 2 1953

TELETYPE

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403

f. m.

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uc

*can*  
**URGENT**

JULY 1, 1953

SAC, DETROIT

*Donald E. Moore*

RE YOUR MEMO JUNE TWENTYSECOND. SUTEL YOUR RECOMMENDATION  
WHETHER ANNUAL LEAVE REQUEST FOR ASAC MOORE SHOULD BE  
GRANTED DESPITE HIS BEING ON PROBATION. IF RECOMMENDATION  
FAVORABLE ADVISE OF YOUR REASONS FOR IT.

HOOVER

*4*  
RKW/fac

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Gandy \_\_\_\_\_  
Mohr \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Sizoo \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

JUL 1 6 01 PM '53  
U.S. DEPT. OF JUSTICE  
RECORDS SECTION

JUL 1 5 13 PM '53  
RECEIVED READING ROOM  
FBI  
U.S. DEPT. OF JUSTICE

RECORDED  
INDEXED  
DIRECTOR'S OFFICE

JUL 1 - 1953

6-298  
JUL 1 - 1953

*lee*



FEDERAL BUREAU OF INVESTIGATION  
U. S. DEPARTMENT OF JUSTICE  
COMMUNICATIONS SECTION

JUL 2 1953

TELETYPE

7-2-53

URGENT

FBI, DETROIT  
DIRECTOR, FBI

ASAC D. E. MOORE, ANNUAL LEAVE. REBUTEL JULY ONE, FIFTYTHREE.

I RECOMMEND ASAC MOORE-S LEAVE BE GRANTED DESPITE HIS BEING ON PROBATION. RECOMMENDATION BASED ON THE FACTS HE HAS NINETYSIX DAYS ONE HOUR AL ACCUMULATED AT PRESENT, HAS TAKEN ONLY TWENTYTWO HOURS AL DURING THIS LEAVE YEAR, MOST OF WHICH WAS TAKEN PRIOR TO PRESENT CALENDAR YEAR, THE GRANTING OF HIS LEAVE AT THIS TIME WOULD FIT IN BEST WITH OFFICE LEAVE SCHEDULE FOR THIS YEAR, AND HE HAS DONE EXCELLENT WORK SINCE I HAVE BEEN IN DETROIT AND IS DESERVING OF ANNUAL LEAVE.

MC INTIRE

CORR PLS...LINE ONE, WRD 9 SHD BE "ONE"

END

ACK PLS

10-47AM OK FBI WA AS

0

Mr. Tolson	✓
Mr. Ladd	✓
Mr. Nichols	✓
Mr. Belmont	✓
Mr. Clegg	✓
Mr. Glavin	✓
Mr. Harbo	✓
Mr. Rosen	✓
Mr. Tracy	✓
Mr. Garty	✓
Mr. Mohr	✓
Mr. Winter	✓
Tele. Room	✓
M. Holloman	✓
M. Sizoo	✓
M. Gandy	✓

67-5192804-143

Searched \_\_\_\_\_

Numbered \_\_\_\_\_

12 JUL 10 1953

FEDERAL BUREAU OF INVESTIGATION

noted in 12 JUL 14 1953

55

1. Agency and organizational designations <b>U.S. Department of Justice Federal Bureau of Investigation</b>					2. Pay roll period		3. Block No.		4. Slip No. <b>3212</b>	
5. Employee's name (and social security account number when appropriate)  <b>MR. DONALD E. MOORE</b>					6. Grade and salary  <b>SA GRADE GS 13 \$8560</b>					
<b>PAY ROLL CHANGE DATA</b>										
	BASE PAY	OVERTIME		GROSS PAY	RET.	TAX	BOND	F. I. C. A.		NET PAY
7. Previous normal										
8. New normal										
9. Pay this period										
10. Remarks:						11. Appropriation(s)			12. Prepared by  <i>[Signature]</i>	
									13. Accepted by  <i>[Signature]</i>	
<input checked="" type="checkbox"/> Periodic step-increase <input type="checkbox"/> Pay adjustment <input type="checkbox"/> Other step-increase										
14. Effective date  <b>9-13-53</b>	15. Date last equivalent increase  <b>3-16-52</b>	16. Old salary rate  <b>\$8560</b>	17. New salary rate  <b>\$8760</b>	18. Performance rating is satisfactory or better.  <div style="text-align: right;">(Signature or other authentication)</div>						
19. LWOP data (Fill in appropriate spaces covering LWOP during following periods): Period(s):  <input checked="" type="checkbox"/> No excess LWOP. Total excess LWOP				(Check applicable box in case of excess LWOP) <input type="checkbox"/> In pay status at end of waiting period. <input type="checkbox"/> In LWOP status at end of waiting period.						
STANDARD FORM NO. 712-1 Form prescribed by Comp. Gen., Dec. 1, 1950, General Regulations No. 102				<b>PAY ROLL CHANGE SLIP—PERSONNEL COPY</b>  <div style="text-align: right;"> <i>JW/yiv</i> Initials of Clerk  <i>[Signature]</i> </div>						

September 11, 1953

Personal and Confidential

Mr. Donald E. Moore  
Federal Bureau of Investigation  
Detroit, Michigan

Dear Mr. Moore:

The Bureau is pleased to advise you that you are  
being removed from a probationary status.

Sincerely yours,

John Edgar Hoover  
Director

CC: SAC, Detroit (Personal and Confidential)

Movement (Confidential)  
Leave (Confidential)  
Tackerman (Confidential)  
Usilton (sent direct)

67-191803-144
Searched .....
Numbered .....
12 20 14 1953
FEDERAL BUREAU OF INVESTIGATION

RECORDED-24

FH  
FDB/dar

Tolson  
Ladd  
Nichols  
Belmont  
Clegg  
Glavin  
Harbo  
Rosen  
Tracy  
Laughlin  
Mohr  
Winterrowd  
Tele. Rm.  
Holloman  
Gandy

COMM - FBI  
SEP 11 1953  
MAILED 28

SEP 13 1953

COPY 125

Mr. Mason

8/28/53

E. R. Noble

PROJECT ON INSPECTOR'S AIDES

1. The following are presently on probation:

<u>Name</u>	<u>Date</u>	<u>Reason</u>
Chester C. Crisman	2/19/53	Immocent person injured during raid.
Thomas H. Davis, Jr.	7/15/53	Surveillance failure
Edward E. Hargett	12/3/52	Inadequate discharge of responsibilities
James H. Higdon, Jr.	3/13/53	<div data-bbox="951 1070 1201 1120" style="border: 1px solid black; display: inline-block; width: 144px; height: 22px;"></div> Case Im- proper handling. <span style="float: right;">b6 b7c</span>
J. Paul Jeter	3/23/53	Maintaining unauthORIZED memorandum in his residence
Howard A. King	7/23/53	Deficiencies in carrying supervisory duties
Warren T. Marchessault	1/22/53	Inadequate security informant program - NY
Thomas Joseph McAndrews	1/22/53	Inadequate security informant program
Francis G. McGee	4/14/53	Very large amount of errors of substance on his desk as a result of inspection.
Neal McGinnis	2/19/53	Inadequate discharge of responsibilities
<u>Donald E. Moore</u>	12/31/52	Failed to advise Bureau by expeditious means of erroneous identifying data in a ITSP case
Oliver Gervil Nordmarken	4/28/53	Loss of Handbook

ERN:mew:wls

158  
23 OCT 23 1953

67-052-86

<u>Name</u>	<u>Date</u>	<u>Reason</u>
John Joseph Ragan	4/16/53	Poor judgment in dis- charging responsibilities.
Edward Francis Stiles	10/7/52	Inept supervision, etc.
John C. Stokes	5/4/53	Mishandling of a bribery allegation.
Don W. Walters	6/18/53	Deficiency in judgment

2. Sixty-two files were taken to Mr. Cavanaugh's section for the necessary write-ups.

Name: DONALD E. MOORE

Title: ASSISTANT SPECIAL AGENT  
IN CHARGE

EOD: March 10, 1941

Grade: GS-13 at \$8,560

Non-Veteran

SAC MC INTIRE: Mr. Moore has been ASAC during my entire assignment in Detroit. He is an aggressive, conscientious and very intelligent employee. He has exhibited extremely good judgment in his handling of investigative and administrative matters. He is unusually capable in his personnel handling, being firm but fair. Every phase of his work has shown marked improvement since the last inspection. In my opinion he is a very capable employee and is very qualified to be ASAC in a large office like Detroit. I think he could assume the duties of SAC of a smaller office.

Rating: Satisfactory

INSPECTOR VAN PELT: One out of 131 files reviewed, out of a total of 356 pending files under ASAC MOORE's direct supervision, contained substantive delinquencies, or 76/100 of one per cent. It is "[redacted] - Fug.; UFAP - ROBBERY." It involves a delay of approximately one month in obtaining federal process and a further delay of approximately one more month in submitting a fugitive form letter to the Bureau. However, the investigating Agent had an acceptable explanation for the first delay and was primarily responsible for the second delay. Further, ASAC MOORE detected the second delay and sent the investigating Agent an error form. It is not felt instant case is any reflection upon ASAC MOORE's supervision. b6 b7C

ASAC MOORE is also involved in a substantive delinquency on another desk, the delayed development of plant informants at the Lansing Board of Water and Electric Light Commissioners, Steam-Electric Station, Lansing, Michigan. Instant case was

INSPECTION REPORT

DETROIT DIVISION

INSPECTOR H. C. VAN PELT

August 20, 1953

FHM:MEB

89 SEP 17 1953

NOT RECORDED-12

opened and assigned 5-3-52 and was reassigned 7-5-53. The only results evidenced in file consist of the obtaining of a list of 80 employees on 11-25-52 and the development of one informant on 5-18-53. However, the case was under the supervision of ASAC MOORE only during a portion of this period, 5-3-52 to 2-6-53, and he had followed up the matter with the Agent on four occasions during this time. It is not felt the delay in this case constitutes a serious reflection upon ASAC MOORE's supervision.

Of the above-mentioned 131 pending files reviewed, 42 were found to cover fugitive matters, two of which did not have leads covered in 30 days as required.

ASAC MOORE was placed on probation 12-31-52, was continued on probation 2-13-53 and was further continued on probation following the last Inspection of the Detroit Division in April-May 1953, and is on probation at the present time. Some mitigation was pointed out in the last Inspection when it became apparent he had not received the proper training from the previous SAC. He has shown marked improvement since then, has applied himself most effectively and has been affording the cases on his desk, the personnel under his supervision and his other responsibilities above-average attention. He is responsible to a large degree for the Detroit Office's increased statistical accomplishments during the past fiscal year and has continued to make steady progress in the Criminal Informant Program.

ASAC MOORE works well with SAC McINTIRE; he is an active partner in every sense of the term in the administration and operations of the office and is well liked and respected by both the investigative and clerical personnel. He has been providing firm, tight supervision, effectively prods for accomplishments, and is well qualified for public relations and contact work. He sets a good example and averaged two hours three minutes voluntary overtime per day during the three-month period of May-July 1953, compared with the office average of one hour 49 minutes. ASAC MOORE has no personal problems, seems happy in his present position, and is available for assignment elsewhere. He seems to be fully qualified to be ASAC of a large office and with additional training and experience should be SAC material.

Because of the improvement shown in his performance, it is recommended that he be removed from probation.

*Letter to Mr. [unclear]  
9/11/53 and [unclear]  
[unclear] [unclear]*

*MMS*

[REDACTED] FUGITIVE  
UNLAWFUL FLIGHT TO AVOID  
PROSECUTION - ROBBERY  
Detroit file 88-1622  
Bureau file -

b6  
b7c

INSPECTOR VAN FELT: This is a pending file, Detroit origin, which was opened and assigned to SA RUSSELL R. GIRSCH on May 4, 1953. It is supervised by ASAC DONALD E. MOORE.

The complaint form in the file reflected that SA GIRSCH received the original information in this case on April 27, 1953, indicating the Subject had been identified as one of the participants in an armed holdup of a grocery store at Muskegon Heights, Michigan. Also, that Subject was known to be a resident of Chicago, Illinois.

#### SUBSTANTIVE ERRORS

Federal process was not obtained until over a month later on June 2, 1953. In addition, a Fugitive Form Letter was not submitted to the Bureau until July 1, 1953.

#### EXPLANATIONS DESIRED

An explanation is desired from SA GIRSCH as to his failure to obtain federal process immediately after the original complaint was received; also an explanation as to why a Fugitive Form Letter was not submitted to the Bureau until almost a month after the process was obtained.

The comments of ASAC and SAC are also desired.

INSPECTION REPORT  
DETROIT DIVISION  
INSPECTOR H. C. VAN FELT  
August 15, 1953  
MGO:AMR  
4-B



SA RUSSELL R. GIRSCH: Following the request from the Muskegon Heights Police Department concerning this case, I consulted with the United States Attorney's Office and the United States Attorney desired additional information from the local prosecutor and also a specific letter from the prosecutor, saying process was outstanding, and that the Subject would be extradited if apprehended outside of the State of Michigan. This was subsequently obtained and the writer immediately attempted to again discuss the case but in view of the change in United States Attorneys it was not possible to accomplish this. There was no delay on the part of the writer in this regard but I inadvertently did fail to immediately submit a fugitive form letter after process was obtained on June 2, 1953. I have no reason for this as I am aware of the regulation and the necessity for immediate submission of a fugitive form letter, but inadvertently failed to do so. I will see that an error of this nature does not reoccur.

ASAC D. E. MOORE: I first observed this file on July 1, 1953 and at that time sent an error form to SA GIRSCH for his delay in submitting this fugitive form letter. A copy of this error form was placed in his personnel folder. I will make every effort to see that fugitive form letters are submitted immediately in all cases under my supervision.

SAC F. H. MCINTIRE: I will make every effort to see that fugitive form letters are submitted immediately and it is noted that SA GIRSCH's delinquency was previously called to his attention.

LANSING BOARD OF WATER AND  
ELECTRIC LIGHT COMMISSIONERS  
STEAM ELECTRIC STATION  
LANSING, MICHIGAN  
PLANT INFORMANTS  
DETROIT FILE NUMBER 135-186

INSPECTOR VAN PELT: This Pending case, supervised by Supervisor CHARLES E. GHENT, was assigned to Special Agent HERBERT J. MORGAN, JR., May 3, 1952 and re-assigned to Special Agent FRED W. JUERGINS, JR., July 15, 1953.

The case was opened for the purpose of developing Plant Informants in this facility, which fell within the Vital Facilities - National Military Establishment category. On November 25, 1952 SA MORGAN contacted two members of the Lansing Board of Water and Electric Light Commissioners and obtained a list of the eighty employees assigned to the Steam Electric Station. Neither of these members was carried as a Plant Informant. On May 18, 1953 SA MORGAN developed the first Plant Informant for this facility. There is nothing additional in the file to indicate that any further action has been taken in this matter.

SUBSTANTIVE ERRORS

1. SA MORGAN failed to take any action in this case from May 3, 1952 until November 25, 1952 when he merely obtained a list of employees assigned to the facility. It was not until May 18, 1953, one year after the case was opened, that the first Plant Informant was developed. This appears to be an unnecessary delay in the investigation of this matter. Routing slips were directed to SA MORGAN on July 18, 1952, September 25, 1952, October 13, 1952 and November 14, 1952.

EXPLANATION DESIRED

1. No comments are desired from SA MORGAN in view of his resignation from the Bureau on June 26, 1953. However, it is suggested that a copy of this write-up be placed in his personnel file.
2. Comments are desired from SA JUERGINS relative to what immediate steps are being taken by him to remove this serious delinquency.

INSPECTION REPORT  
DETROIT DIVISION  
INSPECTOR H. C. VAN PELT  
AUGUST 14, 1953  
HCJ:MLN:ghb  
4-B

3. Comments are desired from Supervisor GHEHT, who has supervised this case since February 6, 1953, ASAC D. E. MOORE, who supervised this case prior to February 6, 1953, and the SAC relative to this delinquency and the ineffective supervision of the case.

SA FRED W. JUERGINS, JR.: I was assigned to the Lansing Resident Agency on July 20, 1953. Since that time I have reviewed this file and obtained various names from the list submitted by SA MORGAN. I intend to submit a memorandum for the file this month which will set forth information relative to the physical setup of this plant together with my recommendations as to the number of informants to be developed before this case can be closed. I also anticipate being able to submit several plant informant contacts at this time.

SUPERVISOR GHEHT: Comments of Inspector and SA JUERGINS noted. This file will be closely supervised to assure removal of the delinquency quickly. It is to be noted that SA JUERGINS had only had this case assigned to him three weeks at the time the present inspection was initiated. It should also be noted that in addition to the routing slips, mentioned by the Inspector as having been sent to SA MORGAN, he was also reminded of the delinquency several months by memo, and, of course, received the SAC memo calling for an over-all survey in matters of this type to determine the work needed to bring the file up to date.

ASAC MOORE: This case was called to former SA MORGAN's attention by routing slips and I also discussed with the various Resident Agents, including SA MORGAN, the necessity for expediting the Plant Informant Program. During the Fall of 1952 all of our resident agencies were heavily loaded and this was very true of the Lansing Resident Agency. I do not recall this case specifically at this date, but know that efforts were made to handle it, along with all of the other pending work that existed at that time.

SAC MC INTIRE: Inspector's comments noted. Cases of this type will be given closer supervision to avoid undue delay in the handling thereof.

MR. TOLSON

9/4/53

H. H. CLEGG

RE-CHECK INSPECTION - DETROIT DIVISION  
INSPECTOR H. C. VAN PELT, 8/10-21/53

DONALD E. [unclear]

SYNOPSIS

EVALUATIONS:

PHYSICAL CONDITION AND MAINTENANCE - - - - - GOOD  
INVESTIGATIVE OPERATIONS - - - - - GOOD  
ADMINISTRATIVE OPERATIONS - - - - - GOOD  
PERSONNEL MATTERS - - - - - VERY GOOD  
CONTACTS - - - - - VERY GOOD

RECOMMENDATIONS:

- (1) SAC FRED H. MONTGOMERY - Has provided capable leadership and guidance in progressively improving the status of Detroit Division; below-standard operations found during last inspection corrected; has made definite progress in more efficient arrangement of space, meeting of deadlines, reduction of delinquencies and providing tighter supervision and administration; if approved, the attached letter will serve to summarize the weaknesses found and instruct him to advise the Bureau of the further corrective action required.

HCVP:ES

cc: Mr. Glavin (Attention H. L. Edwards)

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one

- (2) ASAC DONALD E. MOORE - Two substantive errors found in cases under his direct supervision, but neither was his primary responsibility nor do they constitute any serious reflection upon his supervision; has shown marked improvement since last inspection; seems qualified to be ASAC of large office and with additional training and experience should be SAC material. Moore has been on probation since 12/31/52 as result of delinquencies found in December, 1952 and May, 1953 inspections. In view of his improved performance, it is recommended that he be removed from probation.
- (3) ALL OTHER AGENT SUPERVISORY PERSONNEL - No administrative action recommended.
- (4) CHIEF CLERK JOHN A. O'HARE - O'Hare has been on probation since 2/9/53 as result of inspection delinquencies. In view of marked improvement in clerical operations, recommended O'Hare be removed from probation.

#### FINDINGS

- (1) Closed files space arranged more efficiently and this section not as congested as found during last inspection; over-crowding of facilities reduced due to acquisition of cabinets needed and because of completion of project of consolidating closed files by Agent personnel on voluntary overtime basis; some redecorating of premises obtained,

but part of main space on ninth floor still has walls and ceilings requiring redecorating; SAC closely following up with building superintendent, who has advised said cleaning will be performed during coming winter months.

- (2) No operating deficiencies affecting safety found in 14 cars examined out of fleet of 83 vehicles; automobile operating costs declined from 5.2 cents per mile in first quarter of 1953 to 4.9 cents per mile in second quarter of 1953; communications expense increased 18.59 per cent in second quarter of 1953 over last quarter of 1952, but some mitigation exists due to 36 per cent increase in applicant-type deadline investigations during same period.
- (3) 2905 active, 713 inactive and 3618 total cases pending 7-31-53; all were assigned except three cases, which were ordered assigned by Inspector; percentage of active cases delinquent 7-31-53 declined slightly to 24.6 per cent from 25.6 per cent on 4-24-53 at time of last inspection; 811 pending cases found to be over a year old, of which 632 were informant files, ascertaining financial responsibility cases wherein investigations have been completed and the only other action remaining is the reporting of payments, and security-type files which will probably remain pending for some time; the remaining 179 pending cases over a year old are of the type more readily susceptible to closing, and the SAC was instructed to provide them with closer attention in order to prevent these investigations from being unnecessarily prolonged.
- (4) Production during May through July 1953 averaged 5.97 cases closed per Agent and varied from 2.85 cases on Security Squads to 3.26 on Accounting-Selective Service Squad, 3.86 on major criminal cases, 7.5 cases of less important general criminal types, 10.22 cases for Resident Agents, and 13.5 cases on Applicant-Deserter Squad; appears improvement can be made, and SAC instructed to submit survey for months of August, September and October 1953.

- (5) Time in office spot-checked for one week during each of months of May, June and July 1953 and averaged 34.16 per cent; it varied from 9.5 per cent on major criminal cases to 16.66 per cent for the Applicant-Deserter Squad, 18.12 per cent for the General Criminal Squad, and 19.37 per cent for Resident Agents to 22.91 per cent for the Accounting-Selective Service Squad; in security work the time in the office ranged from 51.66 per cent for the Infiltration Squad to 55 per cent on Espionage cases, 61.25 per cent on Non-Security Index Subject Squad, and 66.25 per cent on Security Index Subject cases.
- (6) Work load averaged 15.5 cases per Agent 7-31-53; no inequities noted in voluntary overtime, which averaged one hour and 49 minutes per Agent during May through July 1953; SAC reiterated his previous request of Bureau for additional 28 Agents, but in view of shortage of Agents and low production record at Detroit, Inspector instructed SAC to perform all assignments and commitments with personnel available and to increase productive output.
- (7) Present ratio of non-investigative personnel (89) to investigative personnel (239) is 37.23 per cent; 14 stenographers, three typists and five clerks required to keep pace with increased deadline matters, summary reports to be submitted and completion of indices consolidation; this will bring clerical ratio up to 46.44 per cent, which is more in line with over-all field average; labor situation in Michigan is very competitive, with private industry providing higher salaries and more attractive working conditions than Bureau can offer; SAC trying hard to solve this problem himself and obtain suitable applicant material; he is achieving some success, but not sufficient to bring clerical staff up to requirements; recommend near-by offices be immediately canvassed for desirable applicant material for Detroit, particularly stenographers.

- (8) Six substantive errors found in five of 1995 pending files reviewed, or 1/4 of one per cent; 20 of these 1995 files, or one per cent, were ordered closed by Inspector because they did not merit further attention; five of these 20 cases had previously been ordered closed by supervisory personnel of the Detroit Office, but the necessary action not taken due to clerical delinquencies; 28 out of 166 applicant-type cases, or 16.8 per cent, contained missed deadlines attributable to the Detroit Division, averaging 4.35 days per case; however, none of these were in the Atomic Energy Act Applicant classification, wherein 263 out of 794 cases, or 33 per cent, were found in the last inspection to contain missed deadlines; substantial improvement was noted in prompter coverage of fugitive leads, delinquencies in this regard being reduced to 3.18 per cent from 30.2 per cent since last inspection.
- (9) Criminal statistical accomplishments show greater increases in Detroit Division for 1953 fiscal year over 1952 fiscal year in automobiles, convictions and recoveries than field-wide increases; fugitive apprehensions were slightly behind the field-wide increase, although a substantial improvement was made by Detroit over its 1952 total; comparison of first month of 1954 fiscal year with similar period of 1953 fiscal year shows Detroit ahead of field-wide record in fugitive apprehensions and recoveries, but behind in automobiles and convictions; SAC instructed to commence building up cushion or reserve to better enhance position of office.
- (10) Qualified criminal informants increased from 30 to 35, or 16.6 per cent, since last inspection, while potentials decreased from 220 to 189, or 14 per cent; no qualified coverage presently exists in four out of the 15 Resident Agencies, although each has several potentials; additional coverage required in thefts of government property and along water front in headquarters city area.



- (11) Qualified security informants increased from 32 to 37, or 15.8 per cent, since last inspection, while potentials decreased from 40 to 19, or 52.5 per cent, being converted principally to qualified informants, confidential sources or sources of information; because of activities of Communist Party in highly industrialized and important area of Michigan, seven splinter groups, 19 front organizations, eight foreign-language groups and three communist-infiltrated unions, SAC instructed to devote increased attention to expansion of coverage, particularly to penetrate underground operations; whereabouts of all six Smith Act subjects known, and trial being set for October 1953; summary reports required on 516 of 1356 Security Index subjects, or 38 per cent; photographs required on 346 of the 1356 Security Index subjects, or 25.5 per cent, and descriptions needed on 34, or 2.5 per cent.
- (12) Plant Informant Program requires revitalization; of 133 such files pending since 5-1-53, 36 do not reflect any additional coverage since then and 63 show but one additional informant cultivated since then; delinquency in these cases increased 27 per cent since last inspection; SAC instructed to devote closer personal attention to improving this program.
- (13) 83 errors of form attributable to Agents found in 70 of the 1995 pending files reviewed, or 3.51 per cent; 123 clerical errors of form were found in 99 of said files, or 4.96 per cent; while still high, form errors have been substantially reduced from aggregate of 13.5 per cent found in the last inspection.
- (14) Morale very good and all personnel training programs up to date; SAC McINTIRE has developed ten office contacts and has personally met 74 of the 136 office contacts, or 54.5 per cent, developed by previous SACs; had to proceed slowly due to necessary improvements required in office operations; SAC instructed to devote increased attention to this matter and to develop public service type programs for radio and television.

September 22, 1953

Mr. Donald E. Moore  
Federal Bureau of Investigation  
United States Department of Justice  
Detroit, Michigan

Dear Mr. Moore:

I want to commend you for your competence in handling certain arrangements for the Bureau's part in the convention of the International Association of Chiefs of Police in Detroit.

You performed most efficiently in connection with this meeting as well as in carrying out your regular, day-to-day responsibilities, and I did not want to let the opportunity pass without advising you of my appreciation.

Sincerely yours,

cc: SAC, Detroit

(PAC)

LRH:tk  
67-191804

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add  
schols  
elmont  
legg  
lavin  
arbo  
paca  
facy  
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FBI - DETROIT	
SEP 22 1953	

## OFFICE MEMORANDUM

UNITED STATES GOVERNMENT

TO : H. H. CLEGG

DATE: September 16, 1953

FROM : F. H. MC INTIRE

SUBJECT : IACP CONVENTION -  
DETROIT EMPLOYEES PARTICIPATING

The following employees assisted in the planning and arrangements for our participation in the IACP convention: Stenographers: Miss MABEL E. BENNETT, Secretary to the SAC: Mrs. SHIRLEY S. ZUELCH, Supervising Stenographer: and Miss VERA M. ROTHE, Stenographer: Special Agents: ASAC DONALD E. MOORE, SA-s ROBERT C. MURPHY, JOSEPH E. ISEMAN, EDWARD J. MASON, LEO K. COOK and ROBERT W. MOLLOY.

I would like to point out that both secretaries have worked long hours in the planning and collecting of materials and supplies for our Statler Hotel office, and Miss Bennett put in considerable time on Saturday and Sunday before the convention preparing the office and getting everything in order.

All of the Agents named above had special duties in preparation for the convention, in addition to those assigned during the convention. I believe they have all worked very conscientiously to see that the Bureau's best interests were protected and that friends were made for the Bureau.

RECOMMENDATION:

That letters of commendation be directed from the Director to the above employees.

FHM:MEB

*I agree  
HHC*

*SA Molloy, the letter  
sent with  
letter, was*

7 a P. E. [unclear]  
SEP 28 1953

ORIGINAL FILED IN

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON *JPM*

DATE: 9/2/53

FROM : J. P. MOHR

SUBJECT: DONALD E. MOORE  
 Assistant Special Agent in Charge  
 Detroit Division  
 REALLOCATION

Tolson \_\_\_\_\_  
 Ladd \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Clegg \_\_\_\_\_  
 Glavin \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tracy \_\_\_\_\_  
 Laughlin \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Winterrowd \_\_\_\_\_  
 Tele. Rm. \_\_\_\_\_  
 Holloman \_\_\_\_\_  
 Gandy \_\_\_\_\_

Mr. Moore is presently in Grade GS-13, \$8760 per annum. He has been ASAC at Detroit since December 6, 1951 and prior to that time he served as a Supervisor in the Security Division from August 17, 1947. A permanent brief of his file is attached.

Moore was placed on probation December 31, 1952 for his failure to advise the Bureau by appropriate expeditious means of the fact that erroneous identifying data had been reported by the Detroit Office regarding one of the subjects of an important Interstate Transportation of Stolen Property case. In the instance cited, a letter was used rather than telephone or teletype although it appeared that publicity could have been anticipated concerning this case.

By letter dated January 16, 1953, he was advised of the failure of the Detroit Office to process mail promptly in a Fraud Against the Government case. In this instance he was acting in charge of the office in the absence of the SAC and it was felt he should have detected the weakness in the office previously and corrected it.

The Detroit Office was inspected in January 1953 and he was continued on probation as a result of this inspection since it was felt that many of the errors detected in the office should have been corrected by him although actually former SAC Scheidt was primarily responsible for the operation of the office.

The Detroit Office was again inspected in May 1953 and Moore was continued on probation because in spite of the fact considerable progress had been made in heading up the Criminal Informant Program, coverage was still considered to be inadequate.

RECORDED-24

67-191804-146

The office was again inspected in August 1953 by Inspector Van Pelt and he recommended Moore's removal from probation, which was accomplished by letter dated September 11, 1953. Inspector Van Pelt reported Moore worked well with the SAC, was an active partner in every sense of the word in the administration of the office, was well liked and respected by the personnel, had provided firm, tight supervision, effectively prodded for accomplishments, was well qualified for public relations and contact work and was fully qualified to be ASAC of a large office and with additional training and experience should be ASAC material.

JPM:DW

The Director last saw Moore on May 12, 1952 when he said he made a good personal appearance and seemed to be interested in his work.

It should be noted a great deal of Moore's difficulties occurred during the period that former SAC Scheidt was in charge of the Detroit Division. Subsequent to Scheidt's removal and the designation of Mr. McIntire as SAC at Detroit, the Detroit Division has shown considerable improvement. It would appear that Moore as a new ASAC in the Detroit Division received little or no assistance from SAC Scheidt in getting the Detroit Division into proper shape.

RECOMMENDATION

I recommend that ASAC Moore not be reallocated to Grade GS-14 at this time but that he be reconsidered in December 1953.

*J. P. Moore*

*I agree*

*9/29*

*←*

*I agree*  
*9/29*

*1/1 comm.*  
*A*

October 21, 1953

0  
Mr. Donald E. Moore  
Federal Bureau of Investigation  
United States Department of Justice  
Detroit, Michigan

Dear Mr. Moore:

You participated most effectively in the apprehension of I. O. Fugitive [redacted] subject of an Unlawful Flight to Avoid Prosecution - Kidnaping case, and I am taking this means to tell you of my satisfaction with your fine work.

b6  
b7c

The taking of [redacted] without incident indicates the attention you and the other agents gave to carrying out your assignments as competently as possible. You are to be commended for contributing so materially to the excellent handling of this matter.

Sincerely yours,

J. Edgar Hoover

cc: SAC, Detroit (P & 2)

LRH:lh

67-191804

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Gearty \_\_\_\_\_  
Mohr \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
 Sizoo \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

MAILED 2

OCT 22 1953

COMM-FBI

67-191804-147

Searched \_\_\_\_\_  
Numbered \_\_\_\_\_

12 OCT 23 1953

FEDERAL BUREAU OF INVESTIGATION

3 OCT 30 1953

FEDERAL BUREAU OF INVESTIGATION

U. S. DEPARTMENT OF JUSTICE

COMMUNICATIONS SECTION

OCT 20 1953

TELETYPE

FBI, DETROIT 10-20-53 5-11 PM EST

DIRECTOR, FBI .....RUGENT.....

[REDACTED] WAS. DASH FUGITIVE, I. O. TWO FIVE EIGHT TWO, WF  
ONE TWO FIVE, UFAP, KIDNAPING, ARMED ROBBERY. RE MY TELEPHONE CALLS  
INSTANT DATE TO MESSIEURS [REDACTED] AND [REDACTED] RELATIVE TO  
APPREHENSION OF SUBJECT [REDACTED] IT IS RECOMMENDED THAT LETTER BE  
DIRECTED TO MR. RAY TESSIER, DEPUTY SHERIFF, SAGINAW COUNTY SO, SAGINAW,  
MICHIGAN, AS HE FURNISHED INFORMATION INSTANT DATE THAT LED ULTIMATELY  
TO THE LOCATION AND APPREHENSION OF THE SUBJECT. FURTHER RECOMMENDED  
THAT LETTERS OF COMMENDATION BE DIRECTED TO ASAC D. E. MOORE AND SAS  
PALMER M. WEE, JOSEPH E. ISEMAN, ROBERT W. MOLLOY AND CLARE F. CARTER  
WHO PARTICIPATED IN A HIGHLY EFFICIENT MANNER UNDER THE PERSONAL, ON  
THE SPOT LEADERSHIP OF T E WRITER IN THE INVESTIGATION THAT LED TO THE  
LOCATION AND APPREHENSION OF THE SUBJECT. NO INDIDENT WAS ENCOUNTERED  
IN THE APPREHENSION OF SUBJECT AS ARRANGEMENTS WERE SUCH THAT HE DID  
NOT HAVE ANY POSSIBLE CHANGE TO ATTEMPT ESCAPE OR TO ATTEMPT TO HARM  
ANY OF THE ARRESTING OFFICERS.

MC INTIRE

END

ACK PLS

5-11 PM OCT 20 1953 FCH

89

ORIGINAL FILED IN 67-55-1

FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

-----

Transmit the following Teletype message to:

FBI, DETROIT

10-15-53

AM EST

DIRECTOR, FBI

AIR-TEL (AIR MAIL)

ATTENTION: INSPECTION SECTION  
TRAINING AND INSPECTION DIVISION

RE UR ROUTING SLIP 10/6/53 INSTRUCTING ASAC, <sup>cancelled</sup> D. E. MOORE AND SA LEO K. COOK OR CASPER H. KAST TO STAND BY FOR FIVE WEEKS INSPECTION ASSIGNMENT BEGINNING APPROXIMATELY OCTOBER 23, 1953. ASAC, MOORE AND SA COOK ARE STANDING BY. FURTHER REFERENCE BUREAU NOTE 10/13/53 APPROVING MY ANNUAL LEAVE FOR OCT. 21 THROUGH OCT. 30, 1953. IN VIEW OF ABOVE, IF ASAC DEPARTS OCT. 23, BOTH HE AND I WILL BE OUT OF TERRITORY AT SAME TIME FOR SHORT PERIOD. I PLAN TO PROCEED TO NEW YORK CITY OCT 21, 1953 AND TO RETURN TO DETROIT 10/26/53. THE REMAINDER OF THE WEEK OF 10/26/53 I WILL BE IN MICHIGAN AND IMMEDIATELY AVAILABLE AND IN CONTACT WITH THE OFFICE, UACB, SA CHARLES E. GHENT, COORDINATING SUPERVISOR OF SECURITY WORK, WILL BE IN CHARGE DURING THE ABSENCE OF THE SAC, AND ASAC.

MC INTIRE

END

FHM:MEE

67-515

"SAC was advised 10-17 that Inspection assignment for ASAC will not begin until 11-9. Hence no conflict.M"

<sup>cancelled</sup>

17 OCT 27 1953



November 5, 1953

Mr. Donald E. Moore  
Federal Bureau of Investigation  
Detroit, Michigan

Dear Mr. Moore:

I am writing to let you know that I appreciate your effective leadership and participation in the apprehension of I. O. Fugitive [redacted] subject of an Unlawful Flight to Avoid Confinement - Burglary case.

b6  
b7C

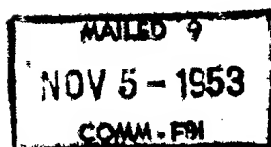
You and the others functioned with commendable effectiveness in taking the subject into custody without incident. The way in which you discharged your particular responsibilities was indeed creditable, and your performance warrants special recognition.

Sincerely yours,

cc: SAC, Detroit (P&C)

LRH:rk  
67-191804

Tolson\_\_\_\_\_  
Ladd\_\_\_\_\_  
Nichols\_\_\_\_\_  
Belmont\_\_\_\_\_  
Clegg\_\_\_\_\_  
Glavin\_\_\_\_\_  
Harbo\_\_\_\_\_  
Rosen\_\_\_\_\_  
Tracy\_\_\_\_\_  
Gandy\_\_\_\_\_  
Mohr\_\_\_\_\_  
Winterrowd\_\_\_\_\_  
Tele. Room\_\_\_\_\_  
Holloman\_\_\_\_\_  
Sizoo\_\_\_\_\_  
Miss Gandy\_\_\_\_\_



RECEIVED - GENERAL INVESTIGATIVE  
FBI  
U.S. DEPT. OF JUSTICE

NOV 5 4 50 PM '53

RECEIVED - HEARING ROOM  
NOV 5 4 12 PM '53  
148

BEST COPY AVAILABLE

November 25, 1953

MEMORANDUM FOR MR. TOLSON

Yesterday I saw Assistant Special Agent in Charge Donald E. Moore of the Detroit Field Division. Mr. Moore makes a good personal appearance. I discussed with Mr. Moore the work of the Detroit Office, stressing the necessity for diligent effort to reduce the delinquency in that office which has been high.

I also called his attention to the fact that the records show that only 6.05 cases were closed per Agent per month in the Detroit Office and that this was below the average for the entire service.

I also discussed with Mr. Moore the need for increasing the quality of our information coverage; the necessity for thoroughness in our investigations; and the imperative need for better planning in all types of investigations.

I also discussed with Mr. Moore the problem relative to Resident Agents and called his attention to the fact that I had been displeased with the attitude of the Detroit Office in connection with the case of Special Agent Blue who had been a Resident Agent at Marquette. I stated I did not feel that Agents who were assigned as Residents who failed to measure up to their responsibilities were entitled to any special consideration from the Bureau.

Mr. Moore stated that he hoped that the Bureau might see fit at some time in the near future to reallocate him to GS-14 as he is now in GS-13. I told him I would look into this matter and see what action could be taken. Will you please have this aspect inquired into.

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Gearty \_\_\_\_\_  
Mohr \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
 Sizoo \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

JEH:mpd

SENT FROM D. C.	
TIME	3:22 PM
DATE	11/25/53
BY	JEC

RECORDED-24

Very truly yours,

John Edgar Hoover  
Director  
NOV 27 1953  
FEDERAL BUREAU OF INVESTIGATION

DEC 3 1953

*Yare*

Checked by  
Filed by

*[Handwritten signature]*

December 1, 1953

0  
Mr. Donald H. Moore  
Federal Bureau of Investigation  
Detroit, Michigan

Dear Mr. Moore:

I am indeed pleased to advise you that you are being promoted from the position of Special Agent, \$8760 per annum in Grade GS 13, to the position of Special Agent, \$9600 per annum in Grade GS 14, effective December 6, 1953.

For your information, this promotion is temporary in accordance with Public Law 843, approved September 27, 1950.

Sincerely yours,

J. Edgar Hoover

John Edgar Hoover  
Director.

RECEIVED - DIRECTOR  
U.S. DEPT. OF JUSTICE  
DEC 1 10 29 AM '53

CC: SAC, Detroit (Personal Attention)

CC: Miss Usilton

CC: Movement Section

JW/vak

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Gearty \_\_\_\_\_  
Mohr \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
 Sizoo \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

MAILED 4  
DEC 1 1953  
COMM-FBI

RECORDED-21

30 DEC 3 1953

67-1918-150  
SEARCHED  
SERIALIZED  
INDEXED  
12 DEC 2 1953  
FEDERAL BUREAU OF INVESTIGATION

*V.B.*

*[Handwritten signature]*

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON */perps*

DATE: 11/27/53

FROM : J. P. MOHR

SUBJECT: DONALD E. MOORE  
 Assistant Special Agent in Charge  
 Detroit Division  
 REALLOCATION

Tolson \_\_\_\_\_  
 Ladd \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Clegg \_\_\_\_\_  
 Glavin \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tracy \_\_\_\_\_  
 Egan \_\_\_\_\_  
 Gurnea \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Winterrowd \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Holloman \_\_\_\_\_  
 Sizoo \_\_\_\_\_  
 Miss Gandy \_\_\_\_\_

You stated that during Mr. Moore's interview with the Director he raised the question as to possible reallocation to Grade GS-14. Mr. Moore is presently in Grade GS-13, \$8760 per annum, having been reallocated to that grade on September 17, 1950. He has been ASAC at Detroit since December 6, 1951.

Moore was last considered for reallocation to Grade GS-14 on September 28, 1953, and it was pointed out that he was placed on probation on December 31, 1952 for his failure to advise the Bureau by appropriate expeditious means of the fact that erroneous identifying data had been reported by the Detroit Office regarding one of the subjects of an important Interstate Transportation of Stolen Property case. In the instance cited, a letter was used rather than telephone or teletype although it appeared that publicity could have been anticipated concerning this case.

By letter dated January 16, 1953, he was advised of the failure of the Detroit Office to process mail properly in a Fraud Against the Government case. In this instance he was acting in charge of the office in the absence of the SAC and it was felt he should have detected the weakness in the office previously and corrected it.

The Detroit Office was inspected in January 1953 and he was continued on probation as a result of this inspection since it was felt many of the errors detected in the office should have been corrected by him although actually former SAC Scheidt was primarily responsible for the operation of the office.

The Detroit Office was again inspected in May 1953 and Moore was continued on probation because in spite of the fact considerable progress had been made in heading up the Criminal Informant Program, coverage was still considered to be inadequate.

The Detroit Office was last inspected in August, 1953 by Inspector Van Pelt who recommended Moore's removal from probation, which was accomplished by letter dated September 11, 1953. Inspector Van Pelt reported Moore worked well with the SAC, was an active partner in every sense of the word in the administration of the 1953

FEDERAL BUREAU OF INVESTIGATION

JPM:DW

DEC 4 1953

Rec'd return 9:15 am 11/30

Rec'd by typ 2:20 11/30  
Called file 2:25 11/30  
Rec'd file 2:45 11/30  
Called Serial 149 2:50 11/30  
Serial 149 placed on special  
Nov 27 4:52 PM '53  
Nov 27 5:25 11/30  
3:30 11/30

RECEIVED - DIRECTOR  
F. B. I.  
U. S. DEPT. OF JUSTICE  
NOV 27 12 10 PM '53  
RECEIVED CH. CLK. OFF  
U. S. DEPT. OF JUSTICE  
NOV 27 5 20 PM '53  
RECEIVED I. J. OLSON  
F. B. I.  
U. S. DEPT. OF JUSTICE  
NOV 27 11 17 AM '53  
DEC 1 1953  
DEC 2 1953  
DEC 3 1953

Return check sup 5:15 11/30  
Checked out 5:30 11/30

RECEIVED - DIRECTOR  
F. B. I.  
U. S. DEPT. OF JUSTICE  
DEC 1 10 29 AM '53

office, was well liked and respected by the personnel, had provided firm, tight supervision, effectively prodded for accomplishments, was well qualified for public relations and contact work and was fully qualified to be ASAC of a large office and with additional training and experience should be SAC material.

The Director had last seen Moore on May 12, 1952 when he said he made a good personal appearance and seemed to be interested in his work.

It was noted that a great deal of Moore's difficulties occurred during the period that former SAC Scheidt was in charge of the Detroit Office and that subsequent to Scheidt's removal and the designation of Mr. McIntire as SAC at Detroit, the Detroit Division has shown considerable improvement. It was also pointed out that inasmuch as Moore was a new ASAC in the Detroit Division, he received little or no assistance from former SAC Scheidt in getting the Detroit Division into proper shape. It was recommended that Moore not be reallocated to Grade GS-14 at that time but that he be reconsidered in December 1953. You and the Director concurred in this recommendation.

Since then Moore has been commended on September 22, 1953 for his competence in handling certain arrangements for the Bureau's part in the convention of the International Association of Chiefs of Police which was held in Detroit. He was commended on October 21, 1953 for his fine work in connection with the apprehension of I.O. Fugitive [redacted] and he was commended on November 5, 1953 for his effective leadership and participation in the apprehension of I.O. Fugitive [redacted]

b6  
b7c

I think Moore has excellent possibilities for further advancing in the Bureau's service and assuming the duties of SAC in the Bureau. I think his early career as ASAC in the Detroit Division was hampered a great deal by the fact he did not have the benefit of a strong SAC in charge of the office.

#### RECOMMENDATION

I recommend that Moore be reallocated to Grade GS-14, \$9600 per annum at this time.

*Handwritten:*  
J. Edgar Hoover  
11/27/53  
J. Edgar Hoover  
11-24  
OK.  
H.

*Handwritten:*  
J. Edgar Hoover

*Handwritten:*  
J. Edgar Hoover  
11/27  
prom. advanced  
12-1-53  
J. Edgar Hoover

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Tolson

DATE 2/4/53

FROM : H. H. Clegg

SUBJECT: KIDNAP SQUAD COURSE  
(WESTERN SQUAD)

The men listed below attended the specialized major case course of training from 11/23/53 through 12/4/53 and satisfactorily completed the course:

Inspectors in Charge-Whelan, W.M., San Francisco; Malone, J.F., Los Angeles  
 Administrative Officers-Bryce, D.A., Albuquerque; Poster, J.B., Denver  
 Liaison (Inside) Men-Pelissier, Jack M., Denver; Holtzman, J.A., Seattle  
 Reporting Officers-Wagner, Jesse R., San Francisco; Bickley, George, Los Angeles  
 Equipment Supervisors-Earp, Howard, Portland; Eskridge, Dwayne, San Francisco  
 Press Officers-Moore, Donald E., Detroit; Nagel, George, Los Angeles  
 Sound Men-Baker, A.J., Laboratory; Brekke, Edward, Seattle  
 Lab Technicians-Marshall, S.W., Laboratory; Flach, R.W., Laboratory; Latona, S.F., Identification Division  
 Photographers-Smith, Thomas J., Albuquerque; Stuckey, G.B., Los Angeles  
 Chief Clerks-Higson, Norman S., Salt Lake City; Teague, Lee O., Denver  
 Personnel Officers-Weber, Leonard R., San Francisco; Horgan, John J., Los Angeles  
 Training and Inspection Division Representatives-(Inspectors). Gearty, G.C.; StENN, C.W.; Van Pelt, H.C.; Edwards, J.E.

Investigators

Barton, Elvin L.	Portland	Kellogg, Ira J.	Los Angeles
Broughton, John H.	Denver	Keyser, Lloyd E. (A)	Los Angeles
Buchman, Harold L.	Seattle	Knapp, Wade E.	Los Angeles
Canny, John J.	Los Angeles	Laird, Jeff R.	Phoenix
Cassidy, Michael J.	San Francisco	Lofgren, Kenneth A. (A)	Los Angeles
Dillon, William B.	Butte	McCloud, William H.	Los Angeles
Drew, William M. (A)	Phoenix	McMillen, Harry W.	Denver
Engstrom, Arthur W. (A)	Denver	Munoz, Louis A.	San Diego
Faziola, James D.	Los Angeles	Nevin, Carrol T.	Salt Lake City
Flack, Charles B.	San Diego	Rhoades, George P.	Butte
Fopp, Geno P.	Butte	Rink, Malcolm M.	Los Angeles
Hemphill, Charles F.	Phoenix	Robinson, William E.	Denver
Henderson, Charles B.	Seattle	Warner, Frank R.	San Francisco
Johnson, Clyde B. (A)	San Antonio	Welch, Wayne K.	San Francisco

cc: Mr. Ladd  
 Mr. Glavin  
 Mr. Rosen  
 Mr. Mohr  
 Mr. H. L. Edwards

30 DEC 9 1953

GCG:ATP

30

December 11, 1953

SAC, DETROIT

RE: DONALD E. MOORE  
 ASSISTANT SPECIAL AGENT IN CHARGE  
~~Secret~~ In-Service Course 11/23 to 12/4/53  
 MAJOR CASE SCHOOL # 3

Dear Sir:

The above-named Special Agent attended the above ~~Secret~~ In-Service Training Course at the Seat of Government and attained the following grades:

Notebook	VG
Examination	
Double Action Course	92
Practical Pistol Course	97
Shotgun (Skeet)	15/25
.30 Rifle	
Machine Gun	98

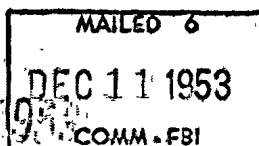
The firearms grades with the exception of the Shotgun Skeet Course should be entered on the individual field firearms training record.

Very truly yours,

*J. E. Hoover*  
 John Edgar Hoover  
 Director

cc: Donald E. Moore  
 Assistant Special Agent in Charge  
 Detroit  
 HLS/ks

Tolson \_\_\_\_\_  
 Ladd \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Clegg \_\_\_\_\_  
 Glavin \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tracy \_\_\_\_\_  
 Laughlin \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Winterrowd \_\_\_\_\_  
 Tele. Rm. \_\_\_\_\_  
 Holloman \_\_\_\_\_  
 Gandy \_\_\_\_\_



167



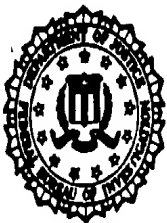
U. S. DEPARTMENT OF JUSTICE  
FEDERAL BUREAU OF INVESTIGATION  
WASHINGTON 25, D. C.

FORM APPROVED  
BUDGET BUREAU NO. 50-2064

Prepared by: *see*  
Checked by: *JH/dlm*  
Filed: *11-22-53*

NOTIFICATION OF PERSONNEL ACTION

1. NAME (MR.-MISS-MRS.-FIRST-MIDDLE INITIAL-LAST) <b>MR. DONALD E. MOORE</b>		2. DATE OF BIRTH <b>7-11-18</b>	3. JOURNAL OR ACTION NO. <b>F.B.I. 10854</b>	4. DATE <b>12-1-53</b>
This is to notify you of the following action affecting your employment:				
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) <b>PROMOTION</b>		6. EFFECTIVE DATE <b>12-6-53</b>	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY <b>Schedule A Part 6.108 (E)</b>	
FROM <b>Special Agent</b>		TO <b>Same</b>		
GS 13 \$8760 per annum		GS 14 \$9600 per annum		
9. SERVICE, SERIES, SALARY, GRADE		10. ORGANIZATIONAL DESIGNATIONS		
11. HEADQUARTERS		12. FIELD OR DEPT'L		
<input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL		<input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL		
13. VETERAN'S PREFERENCE NONE WWII OTHER 5-PT. 10-POINT DISAB. OTHER <input checked="" type="checkbox"/> X		14. POSITION CLASSIFICATION ACTION NEW VICE I. A. REAL <input checked="" type="checkbox"/> X <input checked="" type="checkbox"/> <b>Alvin C. Schlenker</b> <b><del>XXXX</del> alloc GS 13</b> <b>eff 11-22-53</b>		
15. SEX <b>M</b>	16. RACE	17. APPROPRIATION S. & E., FBI FROM: TO: <b>same</b>		18. SUBJECT TO C.S. RETIREMENT ACT (YES-NO) <b>yes</b>
19. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY)		20. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE:		
APPROVED <i>J. E. Hoover</i> DIRECTOR, F. B. I.		<i>J. W. [unclear]</i>		
REMARKS: The provisions of the Universal Military Training and Service Act of 1951 have been complied with. The classification grade of this position is subject to post-audit and correction pursuant to Section 1310 of the Supplemental Appropriation Act, 1952 - Public Law #253, approved 11-1-51. This promotion is temporary in accordance with Public Law #843, approved 9-27-50. Prom. changed to perm. action eff. 9-11-54-PL 733 <b>6 DEC 21 1953</b> <i>34 [unclear]</i> <i>Kur [unclear]</i>				
SIGNATURE OR OTHER AUTHENTICATION				



UNITED STATES DEPARTMENT OF JUSTICE  
FEDERAL BUREAU OF INVESTIGATION

3-122

In Reply, Please Refer to  
File No.

WASHINGTON 25, D. C.

Director  
Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent, of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent. I am forwarding herewith (by CHECK - MONEY ORDER) the sum of \$10, payable to the Assistant Director, Administrative Division, FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

Name D. JEAN MOORE Relationship WIFE Date 11/16/53  
Address 13957 STAHLEIN, DETROIT 23, MICH.

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in line of duty.

NAME SAME AS ABOVE Relationship \_\_\_\_\_ Date \_\_\_\_\_  
Address \_\_\_\_\_

61  
20 DEC 10 1953

DEC 9 1953

67-NOT RECORDED-14

Very truly yours,

Donald E. Moore  
Special Agent

UNKNOWN SUBJECT;

b6

- VICTIM

b7C

EXTORTION

Detroit file 9-922

Bureau file 9-24429

INSPECTOR VAN PELT: Pending case, Detroit origin, opened and assigned  
SA HAROLD V. NEHL, 5/18/53; reassigned SA HAMILTON F.  
COLLER, 11/22/53. Supervised by ASAC.

Victim received letter demanding he pay three orphaned  
girls \$100 for the land "he took away from them" or suffer consequences.  
Victim purchased land from individual in Cross Village, Michigan, who had  
acquired same under Michigan State Tax Laws. Three sisters, descendants of a  
former owner, considered suspects.

In report of SA COLLIER, 9/14/53, lead set forth Newberry,  
Michigan, to interview one of the sisters, [redacted] Lead assigned SA  
CARL S. LESTER, 9/17/53. This lead has not been covered.

b6

b7C

Interview of [redacted] another sister, as set forth  
in report of SA ARTHUR P. DUFFY, New York, 11/4/53, reflected that [redacted]  
[redacted] had sent or caused to be sent instant letter.

Report submitted by SA NEHL, 11/25/53, covering  
period 10/5,20/53.

SUBSTANTIVE ERRORS NOTED: 1. Delayed investigation.

2. Delayed reporting.

EXPLANATIONS REQUIRED:

From SA'S NEHL and LESTER, ASAC, and LAC.

DETROIT INSPECTION

1/14/54

MCC:DEW

4-B

BBJ

SA HAROLD V. MEHL: The investigation conducted by me in October would have been reported early in November; however, on November 3, 1953 a bill which bore the same serial number as furnished by the Bureau as one of the missing ransom bills in the GRENAP case was recovered at Petoskey, Michigan. On instructions of the SAC and ASAC, I devoted myself for a period of time exclusively in connection with the expedite investigation required and I, therefore, delayed the submission of the report because of the far greater importance of the GRENAP case investigation. As an example of my work at this time, I contributed an average daily amount of six hours voluntary overtime during the month of November. As soon as the most expedite phase of the GRENAP investigation in my territory was over, I promptly submitted my report in this case.

SA CARL S. LESTOR: I assumed duties as Resident Agent at Marquette on September 3, 1953 and for a considerable time had a great many expedite investigations which I felt required preference over this case. I did interview [redacted] at the Newberry State Hospital, Newberry, Michigan, where she is confined as mentally ill, on November 6, 1953. This interview was unsuccessful and she was interviewed again on January 15, 1954. During both interviews [redacted] did not appear to comprehend the meaning of the questions put to her and answered most of the questions by giggling. Hospital authorities advised, however, that at times [redacted] acts more normal and it is believed that a subsequent interview may result in an admission on her part in this case. Therefore, it is my intention to make one more interview with [redacted] after which the facts will be re-presented to the USA. I have not reported the results of these interviews as they were inconclusive and a report would purely be a status report. I will again attempt an interview with [redacted] in the immediate future and bring this case to a conclusion as soon as possible. b6 b7C

ASAC MOORE: I have noted the comments of SA MEHL and SA LESTOR. The statement as to the more expedite investigation on the part of SA MEHL is entirely correct. Not only did SA MEHL devote his time exclusively to GRENAP for a period of time but numerous other Agents were sent to the Petoskey area and it is believed that the GRENAP investigation required prior attention to this case. I will see that the third attempt at interview with [redacted] is completed in the immediate future and that this case is brought to a conclusion as soon as possible. b6 b7C

SAC MC INTIRE: The above has been noted. As stated by SA MEHL, he was required to devote himself exclusively to the GRENAP investigation during the early part of November, 1953.

[redacted] was. - FUGITIVE <sup>b6</sup>  
I.O. #2527 <sup>b7C</sup>  
UNLAWFUL FLIGHT TO AVOID  
PROSECUTION - MURDER  
Detroit file 88-783  
Bureau file 88-4349

INSPECTOR VAN PELT: This is a pending case, Detroit origin,  
opened 2/24/49 and assigned SA RUSSELL R.  
GIRSCH, to whom it is now assigned; supervised by ASAC.

Memo dated 12/5/52, reporting that on  
12/3/52 Federal process was still outstanding and United  
States Attorney still desirous of prosecuting, contains  
instructions of Supervisor to SA GIRSCH to "check state process."  
File fails to reflect contact with local prosecuting attorney  
at that time or since. Federal process and desires of United  
States Attorney not confirmed since 12/3/52.

Manual of Instructions, Section 49-AO,  
requires contact each six months with local prosecuting  
attorney to determine if he still intends to prosecute and  
will extradite Subject, if located. Part I, Section 40,  
FBI Handbook, requires that Federal process and desire of  
United States Attorney to prosecute be confirmed once a  
year.

SUBSTANTIVE DELINQUENCY NOTED:

Delayed investigation.

EXPLANATIONS DESIRED:

From SA GIRSCH, ASAC, and SAC.

DETROIT INSPECTION  
1/14/54  
CAK:mr  
4-B  
632

SA RUSSELL R. GIRSCH:

The memorandum dated 12/5/52 routed to me by the Supervisor to "check state process" was received by me and I had already made this check. This, however, I did not note in the file and I realize this should have been done. I have continued to make periodic six month checks with the local prosecutor and the last check was made on 10/7/53. The records of the U. S. District Court, Western District of Michigan, were checked on 11/10/53 and process was verified and at this same time AUSA THEODORE ELFERDINK stated that he still desired Subject apprehended under the Federal process. I have carefully followed this case and have made the required checks, however, these have not been recorded in the file in each instance as the case was still assigned to me and I was conducting active investigation regarding it. I am, however, preparing a memorandum for the file reflecting these checks and in the future will see that such memoranda are promptly prepared.

ASAC MOORE:

This case has been assigned to SA GIRSCH and he has been conducting continuous investigation concerning it. As noted, he has made checks to determine that local process and Federal process is still outstanding. It is agreed he should have prepared a memorandum for the file reflecting this. I will make every effort in the future to see that such memoranda are placed in the file promptly.

SAC MC INTIRE:

Noted.

[redacted], was. - FUGITIVE  
UNLAWFUL FLIGHT TO AVOID CONFINEMENT -  
BURGLARY  
Detroit file 88-1631  
Bureau file 88-7950

b6  
b7C

INSPECTOR VAN PELT: This pending case, Birmingham origin, opened 5/15/53 and assigned SA ROBERT C. MURPHY; reopened and assigned SA WILLIAM A. SULLIVAN 8/24/53; reassigned to SA LEO C. SHIRLEY 12/15/53. Supervised by ASAC.

Report of SA RAYMOND J. MAXWELL, Birmingham, Alabama, 5/12/53, contains lead to locate and interview [redacted] and [redacted] mother and brother of Subject, both believed residing Detroit. RUC report of SA MURPHY, Detroit, 7/27/53, reflects no record of [redacted] and [redacted] at Detroit Police Department and Credit Bureau. Report of SA CHARLES W. PERRY, Birmingham, 8/14/53, supplied the Detroit address of [redacted] and set out lead to attempt to locate Subject at mother's residence. Report of SA SULLIVAN, Detroit, 9/30/53, reflects results of interview with Subject's mother and relatives at Detroit and sets forth address of [redacted] as that of his mother, and lead to interview him. File fails to reflect interview with [redacted] to date.

b6  
b7C

Report of SA SULLIVAN also reflects [redacted] second cousin of Subject, considered reputable by reporting Agent after interview, stated he would endeavor to develop information through Subject's mother as to location of fugitive. No lead set forth to recontact [redacted]

b6  
b7C

Report of SA CHARLES W. PERRY, Birmingham, 11/9/53, contains lead for Detroit to place thirty day mail cover on mail of Subject's mother. File fails to reflect this cover ever placed.

File reflects no investigative activity whatsoever since 8/28/53.

DETROIT INSPECTION

1/14/54

CAK:mr

4-B

841

**SUBSTANTIVE DELINQUENCIES NOTED:**

1. Delayed investigation.
2. Undeveloped lead not listed.

**EXPLANATIONS RECEIVED:**

From SA SULLIVAN as to delayed investigation and undeveloped lead not listed; from SA SHIRLEY as to delayed investigation; from ASAC, and SAC.

SA WILLIAM A. SULLIVAN: With regard to my interview with [redacted] second cousin of the Subject, at the time I contacted him and he expressed his intention of cooperating, I left my name and telephone number with him. He stated that he would attempt to develop information concerning the fugitive and that he would contact the writer immediately if he obtained information. This fact should have been added in my report.

b6  
b7C

During the period after 9/30/53 the writer was called upon to conduct expedite investigation in connection with the GRENAP case. The investigation in this case required not only the personnel of the No. 1 squad, but many other Agents as well. In addition to this case, I also handled other expedite investigations and a great deal of the time was called upon in my capacity as relief supervisor due to the absence of ADAC BROWN from his desk. On 11/24/53 while I was relief supervisor on the No. 1 desk this office commenced expedite investigation in the case entitled "[redacted] ETAL, LARCENY", Detroit file 9-963. In addition to my supervisory duties in this case I assisted in covering the payoff spot on two successive nights, on the second of which (11/27/53) two Subjects were successfully apprehended.

b6  
b7C

On 11/19/53 I did attempt to locate [redacted] but was unsuccessful. On this date [redacted] was re-contacted but no additional pertinent information was received from her.

Regarding the mail cover, while the writer was serving as relief supervisor on the No. 1 desk I contacted the U. S. Postal Inspector's Office at Detroit concerning mail covers and was advised that the holiday rush of mail started approximately November 15 and the request was made that mail cover requests over



the holiday season be held to an absolute minimum. The writer did place mail covers in another case assigned him entitled [redacted] UPAP - MURDER\* (Detroit file 88-1427) as it was felt the offense was of a more serious nature and although subsequently the Post Office Inspector telephonically contacted me, they did agree to make an extended effort to cover the mail over the holidays. In view of the above, it was felt that the mail cover in this case should be withheld and it has now been placed.

b6  
b7C

The status of the writer's work was discussed with ASAC MCCORMACK during October, 1953 and at that time personnel was not available on the No. 1 squad for reassignment and it was, therefore, decided that the writer retain this case. The case was reassigned 12/15/53. I have carefully noted the Inspector's comments concerning this matter and every effort will be made to see that all cases assigned to me receive as expeditious attention as is possible.

SA LEO C. SHINLEY: This case was reassigned to me on 12/15/53 and investigation conducted on 12/16/53 and 1/11/54 and a pending report was submitted on 1/15/54. The investigation in this division is in a current status. Regarding the mail cover, this was not placed on [redacted] for the reasons as mentioned above by SA SULLIVAN. The mail cover was put into effect 1/15/54.

b6  
b7C

ASAC MCCORMACK: During the months of October and November, 1953 following SA SULLIVAN's report dated 9/30/53, the personnel of the #1 squad was engaged in most expeditious and important investigation in the UPAP case as St. Louis hoodlums, believed to have obtained the missing ransom money, are closely tied in with the top Italian hoodlums in Detroit and it was believed likely that the St. Louis hoodlums might dispose of the ransom money through hoodlums here. Also in November a bill, which was considered to be one of the missing ransom bills, was discovered in this territory. Not only did this require the use of the Agents assigned to the No. 1 squad but personnel from various other squads were required. This investigation continued until early December, 1953. Also during the months of October and November, 1953, personnel of this squad apprehended two of the "Ten Most Wanted Fugitives" - [redacted] and [redacted]. This activity, of course, was in addition to our investigation in other matters assigned to the No. 1 squad.

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b7C

During these months I was also frequently away from my desk handling certain matters in connection with the CREHAP case, handling the desk of the SAG during periods when he was away from the office and in November when I was attending a special In-Service class at the Bureau. During the major portion of the time I was away SA SULLIVAN handled the No. 1 desk as relief supervisor. It was realized that all investigations were not receiving immediate and current attention but first things were being handled first. SA SULLIVAN was following this practice, working all expedite leads in the CREHAP case and other matters.

It was the excellent work by SA SULLIVAN and another Agent which resulted in the apprehension of [redacted] one of the "Ten Most Wanted Fugitives" on 11/3/53 and he was commended by the Director for this. As soon as it was possible, this case was reassigned and is now in a current status.

b6  
b7C

I have been and will continue to attempt to closely supervise matters such as this by, of course, handling first things first.

SAC ED WYLLIE

I have reviewed Inspector's comments relative to this case and agree that there are delinquencies as outlined by him. I have also reviewed the comments of SA-S SULLIVAN and CHURCH and of ASAC MOORE. All of the answers they have given are entirely factual. SA SULLIVAN is one of those Agents that is called upon whenever available for any dangerous criminal assignment in the headquarters city or any criminal assignment that calls for experience in handling.

I am not one to condone errors and deeply regret that these delinquencies did occur. I am firmly convinced, however, that SA SULLIVAN's delay in handling these matters was brought about entirely by his assignment on other matters believed by him, by ASAC MOORE and by me to be more expedite in nature. This case would have been reassigned had there been other Agents available whose work was in such condition that they could have handled it. Every effort will be made to prevent the recurrence of errors of this type.

UNKNOWN SUBJECT; Security Bank  
and Trust Company, Marmaduke,  
Arkansas, Window of Paragould,  
Arkansas, 9/24/53  
BANK ROBBERY  
Detroit file 91-969  
Bureau file 91-7199

INSPECTOR VAN PELT: Assigned SA CLARA P. DIGGINS 10/26/53 and  
supervised by ASAC. Little Rock origin.

By air-tel dated 10/24/53, the Little Rock  
Office requested such information as could be obtained in Flint,  
Michigan, regarding:

- 1) Whereabouts and activities during pertinent  
period of one [redacted] reportedly operator  
of a cafe in Flint, Michigan.
- 2) Identity of two companions of [redacted] who  
reportedly accompanied him to Paragould,  
Arkansas, and were with him there on 9/19/53  
and 9/20/53.
- 3) Whether one [redacted] possibly visited  
[redacted] in Flint between 10/18/53 and 10/22/53.

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b7c

Above individuals are considered logical  
suspects in instant case.

Nothing in file indicates any action in  
this matter to date despite the fact, as expressed in Section  
21-D(1), Manual of Instructions, that time is of the essence in  
BR cases, and the provisions of Section G, SAC Letter #20, dated  
3/21/50, that it is expected that leads set out in reports and  
letters in these cases be given preferred attention, and leads  
by telephone or teletypes be handled at once.

SUBSTANTIVE ERROR NOTED: Delayed investigation.

EXPLANATION DESIRED: From SA DIGGINS, ASAC, and SAC.

DETROIT INSPECTION

1/12/54

KCH:mr/emf

4-B

bpt

**SA CLARK P. DIGGINS:**

Discreet investigation requested by Little Rock airtel, October 24, 1953, was conducted on October 28, 29 and November 18 and 23, 1953 without producing pertinent results. Interview of [redacted] was requested by Little Rock report dated November 19, 1953. The press of other expedite matters prevented the immediate handling of this interview. [redacted] was interviewed on January 11, 1954 at which time he identified the two companions who visited his home town, Marmaduke, Arkansas, with him approximately three weeks prior to the robbery. His companion No. 1, [redacted] was interviewed January 11, 1954. Investigation conducted January 12, 13, 1954 established that Companion No. 2, [redacted] who had been described as resembling the Unknown Subject, was working at the Buick Motor Division, GMC, Flint, Michigan, at the time of instant robbery. A summary of the information developed has been submitted to Little Rock and a report will follow in the immediate future. The Writer recognizes and regrets the delay in handling this important matter, and will make every effort to avoid any repetition.

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b7c

**ASAC MOORE:**

There were two missing ticklers found on the No. 1 desk during the current inspection and one of them happened to be on this file. It is regretted that this was so as the delinquency might have been prevented or removed at an earlier date. It is noted that SA DIGGINS conducted discreet investigation concerning this matter and it is realized the Little Rock Office should have been advised of the results of his negative investigation at a prior date. All investigation in this district has been conducted and an RUC report will be submitted in the immediate future. I will make every effort to see that cases of this type are closely supervised and that there will not be a recurrence of this error.

**SAC MC INTIRE:**

I have noted the comments of SA DIGGINS and ASAC MOORE and agree that the results of our investigation should have been furnished the Little Rock Office at a prior date and will make every effort to prevent recurrence of errors of this nature.

Name: DONALD E. MOORE

Title: Assistant Special  
Agent in Charge

EOD: 3/10/41

Grade: GS-14 at \$9,600

Non-Veteran

SAC MC INTIRE: Mr. MOORE is a large man, is well built, dresses very neatly and in good taste, and always presents an excellent personal appearance. He has a very pleasing personality, gets along well with fellow employees, and most favorably impresses the general public. He has an excellent knowledge of the Bureau's rules and regulations, has exhibited unusually good judgment in evaluating situations that have arisen, has exhibited his ability to properly plan and execute raids, surveillances and other dangerous assignments, and has been commended by the Director on several occasions recently for his good work in connection with such assignments.

Mr. MOORE is a very capable Assistant Special Agent in Charge. I think he has done an excellent job in that capacity in Detroit and he is capable of being Special Agent in Charge of one of the Bureau's smaller offices.

Rating: Satisfactory

INSPECTOR VAN PELT: Assumed duties as ASAC at Detroit 12/6/51, this being his first office as ASAC. Placed on probation 12/31/52, was continued on probation 2/13/53, and was further continued on probation following the last full inspection of the Detroit Division in April-May, 1953. Some mitigation was pointed out in said inspection when it became obvious he had not received the proper training from the previous SAC. His work thereafter showed marked improvement, and he was removed from probation following a recheck inspection of the Detroit Division. He has since been commended by the

DETROIT INSPECTION  
1/6/54  
FHM:MAB

30 FEB 17 1954

NOT RECORDED

3 file

Director (1) 9/22/53 for competently arranging certain Bureau functions at the IACP Convention in Detroit, (2) 10/21/53 for his fine work in the apprehension of IO fugitive [redacted] UFAP - KIDNAPPING, and (3) 11/5/53 for effective leadership in the apprehension of IO fugitive [redacted] UFAC - BURGLARY. He was reallocated to GS-14 on 12/6/53.

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ASAC MOORE had 347 kidnapping, extortion, UFAP, bank robbery, criminal informant and miscellaneous other investigations pending under his supervision on 12/31/53. All of said files were reviewed, together with 65 other cases which were under ASAC MOORE's supervision.

In the review of the 412 pending and closed files, 86 form errors were found in 56 files, or 13.59%. Six substantive errors were found in 4 of these 412 files, or 97/100 or 1%. These four cases are identified as:

1. UNSUB, [redacted] Bufile 9-24429, [redacted] was., Fug., UFAP - MURDER, Bufile 88-4349, and [redacted] was., Fug., UFAC - BURGLARY, Bufile 88-7950, all involving delayed investigation and reporting, but wherein the agents' explanations appeared to have merit.

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b7C

2. UNSUB, SECURITY BANK AND TRUST COMPANY, MARMADUKE, ARKANSAS, WINDOW OF PARAGOULD, ARKANSAS, 9/24/53, BANK ROBBERY, Bufile 91-7199, involving delayed investigation wherein the agent was primarily responsible and wherein the delay occurred during a period when the ASAC was in attendance at Specialized In Service Training at the Bureau, and following which he operated the SAC's desk while the SAC attended a similar course.

In view of the circumstances, it is not felt the foregoing delinquencies seriously reflect upon ASAC MOORE's supervision of his cases. His work otherwise reflects close attention. The Criminal Informant Survey shows favorable progress, and the other classifications under the ASAC's direct supervision reflect substantial contributions to the criminal statistical accomplishments of the Detroit Division which exceed the field-wide record in all categories.

ASAC MOORE appears to work very closely with SAC MC INTIRE. He displays a thorough knowledge of the overall office operations, problems and responsibilities. He

seems to be genuinely liked by the personnel, sets a good example and averaged 2 hours, 4 minutes voluntary overtime October-December, 1953, compared with the office average of one hour, 32 minutes. He appears to have progressed well in the public relations, police training and public speaking fields.

ASAC MOORE advised he is happy in his present assignment, has no personal problems, and is available for assignment elsewhere. Inspector fully concurs with SAC MC INTIRE that ASAC MOORE is capable of being SAC of one of the Bureau's smaller offices.

RECOMMENDATION: That ASAC MOORE be considered for advancement to SAC when possible.

2-113  
3-

Mr. Tolson ✓  
 Mr. Ladd ✓  
 Mr. Nichols ✓  
 Mr. Belmont ✓  
 Mr. Clegg ✓  
 Mr. Glavin ✓  
 Mr. Harbo ✓  
 Mr. Rosen ✓  
 Mr. Tracy ✓  
 Mr. Mohr ✓  
 Mr. Winterrowd ✓  
 Mr. Holloman ✓  
 Miss Gandy ✓

913 Federal Building  
 Detroit 26, Michigan  
 December 8, 1953

Mr. J. Edgar Hoover  
 Director  
 Federal Bureau of Investigation  
 U. S. Department of Justice  
 Washington, D. C.

Dear Mr. Hoover:

I would like to express my most sincere appreciation to you for my recent promotion to Grade GS-14. I will certainly endeavor in every way to merit the confidence you have placed in me by granting this promotion.

It was a distinct pleasure to have the privilege of seeing you again during the time I was in Washington, and I would also like to thank you for the opportunity of talking with you on this occasion.

I would indeed appreciate it if you would send me a recent autographed photograph of yourself.

Sincerely,

*Donald E. Moore*

Donald E. Moore  
 Assistant Special Agent in Charge

RECORDED-63

67-191804-152  
 Searched  
 Indexed 53180  
 11 6 1954  
 FEDERAL BUREAU OF INVESTIGATION

RECEIVED READING ROOM  
 FBI  
 DEC 11 6 18 PM '53

MAILED 11  
 DEC 12 1953  
 17 APR 1954

*Viper 12*  
*Perkins*

*mp*  
*wp*  
*3-10-41*  
*EOD -*  
*Detroit*  
*Title - asst spec agent in charge*  
*Status - Married*  
 DEC 10 1 07 PM '53



SAC, DETROIT (Your file )

April 7, 1954

Director, FBI

PERSONAL ATTENTION

~~DONALD S. MOORE~~  
~~ROBERT C. MURPHY~~  
 SPECIAL AGENTS  
 PHYSICAL CONDITION

- ( ) Rebutlet \_\_\_\_\_.
- ( ) Reurlet \_\_\_\_\_.
- ( ) Submit reply promptly.
- ( ) Schedule necessary physical examination and surep promptly.
- ( ) Advise Bureau re physical condition.
- ( ) Advise Bureau of present weight without clothing.
- (X) Submit medical examination reports immediately.

Tolson \_\_\_\_\_  
 Ladd \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Clegg \_\_\_\_\_  
 Glavin \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tracy \_\_\_\_\_  
 Gearty \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Winterrowd \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Holloman \_\_\_\_\_  
 Miss Gandy \_\_\_\_\_

WBH:pja *pja*

MAILED 7

APR 7 - 1954

COMM - FBI

NOT RECORDED-17

*G-1536*

TO : Mr. Rpsen

DATE: April 9, 1954

FROM : Mr. Price

SUBJECT:

[redacted]  
[redacted]  
Manufacturers National Bank of Detroit;  
Telegraph-Carlyle Office,  
Dearborn, Michigan, April 2, 1954,  
BANK ROBBERY

b6  
b7c

The purpose of this memorandum is to set forth the explanation of the Detroit Office of the circumstances surrounding subject Cox's injury during his arrest and also the explanation of the Detroit Office of the presence in the raid of two officers from the Dearborn Police Department. Recommendations for commendation for the SAC, ASAC, and Agents of the Detroit Office participating in the raid and for letters of commendation for the Chief of Police and the two detectives of the Dearborn, Michigan, Police Department are being made.

Through investigation the identity subjects [redacted] and [redacted] as the bank robbers in this case was developed as well as the residence of [redacted]. The raid was organized under the leadership of SAC McIntire and at 10:45 A.M., April 6, 1954, the raid began. In addition to SAC McIntire, ASAC [D. E. Moore], SAs Joseph E. Iseman, Robert T. Barritt, Leo G. Shirley, and George R. Knight participated. The residence to be raided was a two-story house and [redacted] resided in an apartment on the second floor. The Agents and two detectives of the Dearborn Police Department were stationed around the house. SAC McIntire, one detective, and one Agent entered the front door. SAC McIntire identified himself and called up the stairway to the second floor for the subjects to back out with their hands raised. At this point, subject [redacted] jumped from a window on the second floor and dislocated his left arm. He stated to run and was stopped by one of the Agents covering the outside of the house. Subject [redacted] also attempted to jump from the same window but was observed and ordered to remain in the position with his head and arms outside the window. At this point, he was taken into custody by SAC McIntire.

b6  
b7c

Subject [redacted] when jumping from the window, took with him an overnight bag which contained \$45,241.00 plus two books of American Express money orders in blanks. A Lincoln automobile purchased with part of the loot was recovered and \$468 in Miscellaneous Cash was found in the residence.

cc: Mr. Glavin  
Mr. Nichols

RLB:rem:eam

Memorandum to Mr. Rosen

Concerning the participation of the two detectives from Dearborn Police Department, SAC McIntire advised that the Dearborn Police Department had also identified subjects [ ] and [ ] as the bank robbers independent of the Bureau's identification of these subjects. The Dearborn Police were the first to arrive at the scene of the robbery, since the bank is located approximately 12 miles from the Detroit Office. Upon arrival of the Bureau Agents and SAC McIntire, the direction of the investigation was immediately turned over to Bureau personnel. SAC McIntire advised that since the personnel of the Dearborn Police Department had participated in the investigation since its inception, and had fully cooperated with the Detroit Office, it is his belief that to have excluded them at the very last moment would have forever ruined the Detroit Office's relationship with the Dearborn Police Department. b6 b7C

Captioned robbery took place at 2:30 p.m., April 2, 1954. Two armed, white men held up the bank and secured \$50,708.27. Subjects were armed with automatics and number one subject fired three shots to open a locked cash drawer. Subjects succeeded in their getaway. No employees were hurt. Subjects [ ] and [ ] after their apprehension on April 6, 1954, were arraigned in the U. S. District Court and entered pleas of not guilty and were remanded to the custody of the U.S. Marshal in lieu of \$50,000 bond each. b6 b7C

RECOMMENDATIONS:

1. It is recommended no administrative action be taken against personnel of the Detroit Office since it is apparent there was no way of preventing [ ] from jumping out the window and injuring himself and it is noted he was immediately apprehended by Agents who were covering the outside of the house. With regard to the participation of the police it is noted that they had identical information as to the identity of the subjects and could have staged their own raid. By having the police participate in the Bureau's raid the Bureau controlled the situation.

4/12/54  
2. It is recommended that SAC McIntire, ASAC Moore, and SA's Iseman, Barritt, Shirley and Knight receive letters of commendation for the manner in which they carried out their assignments during the investigation of this case, which resulted in the apprehension of the subjects and the recovery of approximately \$50,000 worth of money and property.

3. It is recommended that letters of commendation be directed to Detectives Jack Pritchard and Peter Vandermeulen and Chief of Police, Lawrence J. Schaefer of the Dearborn Police Department for the excellent cooperation that department rendered during this investigation.

sent 4-14-54

✓

may

**FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE**

**REPORT OF PERFORMANCE RATING**

*W. H. McIntire*

Name of Employee: Donald E. Moore

Where Assigned: Detroit

(Division)

(Section, Unit)

Payroll Title: Assistant Special Agent in Charge GS-14

Rating Period: from April 1, 1953 to March 31, 1954

ADJECTIVE RATING: SATISFACTORY  
Outstanding, Satisfactory, Unsatisfactory

Employee's  
Initials

*DEMM*

Rated by:

*F. H. McIntire*

Special Agent  
in Charge

3-31-54

Signature F. H. McIntire

Title

Date

Reviewed by:

*W. H. McIntire*

Signature

Title

Date

ASSISTANT DIRECTOR

Rating approved by:

Signature

Title

Date

APR 15 1954

TYPE OF REPORT

(X) Official

(X) Annual

RECORDED-53

67-1918-153

Searched

Administrative

) 60-day

) Transfer

) Separation from service

) Special

APR 14 1954

THREE

35  
89 APR 16 1954

## NARRATIVE COMMENTS

Note: The regulations require that OUTSTANDING ratings be supported by a statement in writing setting forth IN DETAIL the performance IN EVERY ASPECT and the REASONS for considering each worthy of SPECIAL COMMENDATION. UNSATISFACTORY ratings must be supported by a statement in writing stating (1) WHEREIN the performance is unsatisfactory, (2) the facts of the (90 day) PRIOR WARNING, and (3) the efforts made AFTER THE WARNING TO HELP the employee bring his performance up to a satisfactory level.

# PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee Donald E. Moore Title Assistant Special Agent in Charge  
 Rating Period: from 4/1/53 to 3/31/54

## RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared. Rate items as follows:

- + Outstanding (exceeding excellent and deserving special commendation).  
✓ Satisfactory (ranging from good to excellent but not sufficient to rate outstanding).  
- Unsatisfactory.  
○ No opportunity to appraise performance during rating period.

Guide for determining adjective rating:

An 'Outstanding' rating cannot be justified unless all elements rated are 'plus', and in addition, of course, supporting comments must comply with the requirements as set out below.

So far as 'Satisfactory' and 'Unsatisfactory' ratings are concerned, it is impossible to provide a mechanical formula for computing the various 'plus', 'check', and 'minus' marks because such would presume equal weight for all elements rated. Good judgment must be exercised to insure that the adjective rating is reasonable in the light of the elements rated. All minus marks must be supported by narrative detail, and of course, all 'Unsatisfactory' ratings must comply with the requirements as set out below.

- |  |  |
|--|--|
| <p><u>+</u> (1) Personal appearance.<br/> <u>+</u> (2) Personality and effectiveness of his personal contacts.<br/> <u>+</u> (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load).<br/> <u>✓</u> (4) Physical fitness (including health, energy, stamina).<br/> <u>+</u> (5) Resourcefulness and ingenuity.<br/> <u>+</u> (6) Forcefulness and aggressiveness as required.<br/> <u>+</u> (7) Judgment, including common sense, ability to arrive at proper conclusions; ability to define objectives.<br/> <u>+</u> (8) Initiative and the taking of appropriate action on own responsibility.<br/> <u>+</u> (9) Planning ability and its application to the work.<br/> <u>+</u> (10) Accuracy and attention to pertinent detail.<br/> <u>+</u> (11) Industry, including energetic consistent application to duties.<br/> <u>+</u> (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control.<br/> <u>+</u> (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and 'knowhow' of application.<br/> <u>✓</u> (14) Technical or mechanical skills.<br/> <u>✓</u> (15) Investigative ability and results:<br/> <u>✓</u> (a) Internal security cases<br/> <u>✓</u> (b) Criminal or general investigative cases<br/> <u>✓</u> (c) Fugitive cases<br/> <u>✓</u> (d) Applicant cases<br/> <u>✓</u> (e) Accounting cases<br/> <u>✓</u> (16) Physical surveillance ability.</p> | <p><u>✓</u> (17) Firearms ability.<br/> <u>+</u> (18) Development of informants and sources of information.<br/> <u>✓</u> (19) Reporting ability:<br/> <u>✓</u> (a) Investigative reports<br/> <u>✓</u> (b) Summary reports<br/> <u>+</u> (c) Memos, letters, wires<br/>         (Consider: <u>+</u> conciseness; <u>+</u> clarity; <u>+</u> organization; <u>+</u> thoroughness; <u>+</u> accuracy; <u>+</u> adequacy and pertinency of leads; <u>+</u> administrative detail.)<br/> <u>✓</u> (20) Performance as a witness.<br/> <u>+</u> (21) Executive ability:<br/> <u>+</u> (a) Leadership<br/> <u>+</u> (b) Ability to handle personnel<br/> <u>+</u> (c) Planning<br/> <u>+</u> (d) Making decisions<br/> <u>+</u> (e) Assignment of work<br/> <u>+</u> (f) Training subordinates<br/> <u>+</u> (g) Devising procedures<br/> <u>+</u> (h) Emotional stability<br/> <u>+</u> (i) Promoting high morale<br/> <u>+</u> (j) Getting results<br/> <u>+</u> (22) Ability on raids and dangerous assignments:<br/> <u>+</u> (a) As leader<br/> <u>+</u> (b) As participant<br/> <u>+</u> (23) Organizational interest, such as making of suggestions for improvement.<br/> <u>+</u> (24) Ability to work under pressure.<br/> <u>✓</u> (25) Miscellaneous. Specify and rate:<br/> <u>✓</u> Dictation ability<br/> <u>✓</u> Automobile driving ability</p> |
|--|--|

A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as resident Agent, supervisor, instructor, etc.): Assistant Special Agent in Charge

B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker): Desk Man, Administrator, Personnel Supervision, Speaker

C. (1) Is employee available for general assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)  
 (2) Is employee available for special assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)

D. Has employee had any abnormal sick leave record during rating period? No (If so, explain in narrative comments.)

ADJECTIVE RATING: \_\_\_\_\_

**SATISFACTORY**

Outstanding, Satisfactory, Unsatisfactory

DONALD E. MOORE  
ASSISTANT SPECIAL AGENT IN CHARGE  
ANNUAL PERFORMANCE RATING

Mr. Moore is tall, is huskily built, dresses neatly and in good taste at all times and always presents an excellent personal appearance. He is forceful, aggressive, enthusiastic and yet friendly. He has an excellent manner in dealing with employees and the general public and all-in-all has an outstanding personality.

During the entire period of this report Mr. Moore has been Assistant Special Agent in Charge of the Detroit Office. He supervises the Number One Squad, which handles major criminal cases, police training, National Academy and the criminal informant program. The demands in this territory for police training are great and I think this is due primarily to the high quality of training that is afforded and in no small part to the excellent supervision that Mr. Moore gives this phase of our work.

In the informant development program it should be pointed out that from March 1, 1953 to March 31, 1954 there has been an increase from 16 to 45 qualified criminal informants. During this time there have been a considerable number of informants deleted due to lack of productivity and there has been a great turn-over in potential criminal informants. I feel certain this progress will continue.

Mr. Moore is rated as an excellent dictator, is qualified in all Bureau firearms, and performs in an outstanding manner on raids and dangerous assignments, either as a participant or a leader. On most of the major apprehensions that have been made during the past year Mr. Moore and I have both gone on them with squads of men and he handles one phase of the raid with one group of men while I handle the other. This has worked most effectively and Mr. Moore's performance on these raids has been excellent in every respect.

By letter dated September 11, 1953 Mr. Moore was removed from probation, which had been imposed prior to this rating period. By letter dated September 22, 1953 Mr. Moore was commended for his excellent work in connection with the Bureau's participation in the annual convention of the International Association of Chiefs of Police, which was held in Detroit. By letter dated October 21, 1953 he was commended for his effective work in connection with the apprehension of I. O. fugitive [redacted] who was one of the Top Ten and was wanted for Unlawful Flight to Avoid Prosecution for Kidnaping. By letter dated November 5, 1953 Mr. Moore was commended for his excellent leadership in connection with the apprehension of I. O. fugitive [redacted] one of the Top Ten, who was wanted for Unlawful Flight to Avoid Confinement—Burglary. b6  
b7C

Mr. Moore, during this entire period, has exhibited extremely good judgment. His decisions are made quickly and accurately. His knowledge of the Bureau's work is excellent. His handling of personnel is firm but fair. His dealings with the public and police officials have been excellent. Mr. Moore accepts his full share of the responsibility of operating the Detroit Office and in my absence assumes the entire responsibility of the operation of the office and discharges this responsibility most effectively.

Mr. Moore is available for any type of assignment that the Bureau might desire to make. He is very definitely capable of assuming greater responsibilities.

Initials:

OSM

Rating: SATISFACTORY



April 13, 1954

Personal and ~~Confidential~~

Mr. Donald E. Moore  
Federal Bureau of Investigation  
Detroit, Michigan

Dear Mr. Moore:

I am writing to tell you how  
pleased I am with your very capable assist-  
ance with the planning and supervision of  
the Bank Robbery investigation and the appre-  
hension of the two subjects. [redacted] b6  
[redacted] and [redacted] b7C

I am aware that you performed with  
enthusiasm and dispatch and I want to take  
this opportunity to express my appreciation  
and commendation for your highly satisfactory  
performance.

COMM - FBI

APR 14 1954  
MAILED 19

Sincerely yours,

J. Edgar Hoover

cc: SAC, Detroit (Personal Attention)

LRH:rm

67-191804  
APR 13 9 16 PM '54

U.S. DEPT. OF JUSTICE

RECEIVED - DIRECTOR

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Gearty \_\_\_\_\_  
Mohr \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

APR 22 1954

APR 19 1954  
132

RECEIVED READING ROOM  
FBI  
APR 13 5 06 PM '54

451-19804-154  
APR 14 12 14 PM '54  
RECEIVED DIRECTOR  
U.S. DEPT. OF JUSTICE

TO: DIRECTOR, FBI

DATE: April 12, 1954

FROM: SAC, DETROIT

SUBJECT: PERS. ADV.

DONALD E. MOORE  
ASSISTANT SPECIAL AGENT IN CHARGE  
GRADE GS-11

Mr. Moore entered on duty with the Bureau as a Special Agent March 10, 1941. He presents an excellent personal appearance, has an excellent personality, is well above the average in intelligence, has exhibited unusually good judgment, and has done a particularly good job of effecting contacts among law enforcement officers, business people and the general public in this division. He quickly adapts himself to any situation and is capable of serving in any type of territory that the Bureau may have.

As reflected in his annual performance rating, he has done an outstanding job in the supervising of the development of criminal informants in this division. He operates the office most effectively in my absence, accepts and discharges responsibility without supervision, and is capable of assuming additional responsibilities.

I believe that Mr. Moore is entirely capable of performing the responsibilities of SAC of one of the Bureau's small or medium-sized offices. I recommend that he be considered for such an assignment. Mrs. Moore is expecting confinement the latter part of June and if Mr. Moore should be considered for transfer, I would recommend that it either be prior to the first of May or after the last of June, 1954.

ORIGINAL FILED IN 67-530-2084

RECORDED-65

67-191824-155	
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SERIALIZED	FILED
1 APR 29 1954	
FEDERAL BUREAU OF INVESTIGATION	

33  
APR 30 1954

CERTIFICATE

MOORE DONALD E.  
Name (Please type or print)

DETROIT  
Office or Division

1. Are you now or have you ever been a member of, contributed to, affiliated or associated with, any organization listed on the attachment to this certificate?

No  
Answer "Yes" or "No"

2. If your answer is "Yes" state the name of the organization, dates of membership and extent of participation. An explanation regarding membership in any of these organizations may be attached hereto on a separate sheet of paper, if you desire to explain the circumstances of your membership.

NameAddressFromTo Office HeldCERTIFICATION

I hereby certify that the above information is correct and complete to the best of my knowledge and belief. I make this statement with the understanding that it will be used by the Department of Justice in carrying out the provisions of Executive Order 10450 and with knowledge that any false statement or omission of material fact may be sufficient cause for my dismissal or rejection of my application, and, further, may be cause for punishment as a violation of law including Section 1001, Title 18, U. S. Code.

April 15, 1954  
(Date)

Donald E. Moore  
(Usual Signature)

Attachment

APR 27 1954

NOT RECORDED-11

*[Handwritten signature]*

March 23, 1954

ORGANIZATIONS DESIGNATED BY THE ATTORNEY GENERAL OF THE  
UNITED STATES PURSUANT TO EXECUTIVE ORDER 10450.

Abraham Lincoln Brigade  
Abraham Lincoln School, Chicago, Illinois  
Action Committee to Free Spain Now  
Alabama People's Educational Association (See Communist  
Political Association)  
American Association for Reconstruction in Yugoslavia, Inc.  
American Branch of the Federation of Greek Maritime Unions  
American Christian Nationalist Party  
American Committee for European Workers' Relief (See Socialist  
American Committee for Protection of Foreign Born Workers Party)  
American Committee for the Settlement of Jews in Birobidjan, Ind.  
American Committee for Spanish Freedom  
American Committee to Survey Labor Conditions in Europe  
American Committee for Yugoslav Relief, Inc.  
American Council for a Democratic Greece, formerly known as  
the Greek American Council; Greek American Committee  
for National Unity  
American Council on Soviet Relations  
American Croatian Congress  
American Jewish Labor Council  
American League Against War and Fascism  
American League for Peace and Democracy  
American Lithuanian Workers Literary Association (also known  
as Amerikos Lietuviu Darbininku Literaturos Draugija)  
American National Labor Party  
American National Socialist League  
American National Socialist Party  
American Nationalist Party  
American Patriots, Inc.  
American Peace Crusade  
American Peace Mobilization  
American Poles for Peace  
American Polish League  
American Polish Labor Council  
American Rescue Ship Mission (a project of the United  
American Spanish Aid Committee)  
American-Russian Fraternal Society  
American Russian Institute, New York, also known as the  
American Russian Institute for Cultural Relations with  
the Soviet Union  
American Russian Institute, Philadelphia  
American Russian Institute of San Francisco  
American Russian Institute of Southern California, Los Angeles

American Slav Congress  
 American Women for Peace  
 American Youth Congress  
 American Youth for Democracy  
 Armenian Progressive League of America  
 Associated Klans of America  
 Association of Georgia Klans  
 Association of German Nationals (Reichsdeutsche Vereinigung)  
 Association of Lithuanian Workers  
 (also known as Lietuviu Darbininku Susivienijimas)  
 Ausland-Organization der NSDAP, Overseas Branch of Nazi Party  
 Baltimore Forum  
 Black Dragon Society  
 Boston School for Marxist Studies, Boston, Massachusetts  
 Bulgarian American People's League of the United States of America  
 Bridges-Robertson-Schmidt Defense Committee  
 California Emergency Defense Committee  
 California Labor School, Inc., 321 Divisadero Street,  
 San Francisco, California  
 Carpatho-Russian People's Society  
 Central Council of American Women of Croatian Descent,  
 Also known as Central Council of American Croatian Women,  
 National Council of Croatian Women  
 Central Japanese Association (Beikoku Chuo Nipponjin Kai)  
 Central Japanese Association of Southern California  
 Central Organization of the German-American National  
 Alliance (Deutsche-Amerikanische Einheitsfront)  
 Cervantes Fraternal Society  
 China Welfare Appeal, Inc.  
 Chopin Cultural Center  
 Citizens Committee to Free Earl Browder  
 Citizens Committee for Harry Bridges  
 Citizens Committee of the Upper West Side (New York City)  
 Citizens Emergency Defense Conference  
 Citizens Protective League  
 Civil Rights Congress and its affiliated organizations,  
 including:  
     Civil Rights Congress for Texas  
     Veterans Against Discrimination of Civil Rights  
     Congress of New York  
 Columbians  
 Comite Coordinador Pro Republica Espanola  
 Committee to Aid the Fighting South  
 Committee for Constitutional and Political Freedom  
 Committee to Defend Marie Richardson  
 Committee for the Defense of the Pittsburgh Six  
 Committee for a Democratic Far Eastern Policy  
 Committee for Nationalist Action  
 Committee for the Negro in the Arts  
 Committee for Peace and Brotherhood Festival in Philadelphia  
 Committee for the Protection of the Bill of Rights  
 Committee to Uphold the Bill of Rights

Committee for World Youth Friendship and Cultural Exchange  
 Commonwealth College, Mena, Arkansas  
 Communist Party, U. S. A., its subdivisions, subsidiaries  
 and affiliates.  
 Communist Political Association, its subdivisions, subsidiaries  
 and affiliates, including:  
     Alabama People's Educational Association  
     Florida Press and Educational League  
     Oklahoma League for Political Education  
     People's Educational and Press Association of Texas  
     Virginia League for People's Education  
 Congress of American Revolutionary Writers  
 Congress of American Women  
 Connecticut Committee to Aid Victims of the Smith Act  
 Connecticut State Youth Conference  
 Council on African Affairs  
 Council of Greek Americans  
 Council for Jobs, Relief and Housing  
 Council for Pan-American Democracy  
 Croatian Benevolent Fraternity  
 Dai Nippon Butoku Kai (Military Virtue Society of Japan  
     or Military Art Society of Japan)  
 Daily Worker Press Club  
 Daniels Defense Committee  
 Dante Alighieri Society (between 1935 and 1940)  
 Dennis Defense Committee  
 Detroit Youth Assembly  
 Emergency Conference to Save Spanish Refugees (founding  
     body of the North American Spanish Aid Committee)  
 Families of the Baltimore Smith Act Victims  
 Families of the Smith Act Victims  
 Federation of Italian War Veterans in the U. S. A., Inc.  
     (Associazione Nazionale Combattenti Italiani,  
     Federazione degli Stati Uniti d'America)  
 Finnish-American Mutual Aid Society  
 Florida Press and Educational League (See Communist  
     Political Association)  
 Frederick Douglass Educational Center  
 Freedom Stage, Inc.  
 Friends of the New Germany (Freunde des Neuen Deutschlands)  
 Friends of the Soviet Union  
 Garibaldi American Fraternal Society  
 George Washington Carver School, New York City  
 German-American Bund (Amerikadeutscher Volksbund)  
 German-American Republican League  
 German-American Vocational League (Deutsche-Amerikanische  
     Berufsgemeinschaft)  
 Harlem Trade Union Council  
 Hawaii Civil Liberties Committee

Heimuska Kai, also known as Nokubei Heiteki Gimusha Kai,  
 Zaiden Nihonjin, Heiyaku Gimusha Kai, and Zaiden Heimusha  
 Kai (Japanese residing in America Military Conscripts  
 Association)  
 Hellenic-American Brotherhood  
 Hinode Kai (Imperial Japanese Reservists)  
 Hinomaru Kai (Rising Sun Flag Society -- a group of Japanese  
 War Veterans)  
 Hokubei Zaigo Shoke Dan (North American Reserve Officers  
 Association)  
 Hollywood Writers Mobilization for Defense  
 Hungarian-American Council for Democracy  
 Hungarian Brotherhood  
 Independent Socialist League  
 Industrial Workers of the World  
 International Labor Defense  
 International Workers Order, its subdivisions, subsidiaries  
 and affiliates  
 Japanese Association of America  
 Japanese Overseas Central Society (Kaigai Dobo Chuo Kai)  
 Japanese Overseas Convention, Tokyo, Japan, 1940  
 Japanese Protective Association (Recruiting Organization)  
 Jefferson School of Social Science, New York City  
 Jewish Culture Society  
 Jewish People's Committee  
 Jewish People's Fraternal Order  
 Jikyoku Iinkai (The Committee for the Crisis)  
 Joint Anti-Fascist Refugee Committee  
 Joint Council of Progressive Italian-Americans, Inc.  
 Joseph Weydemeyer School of Social Science, St. Louis,  
 Missouri  
 Kibei Seinen Kai (Association of U. S. Citizens of Japanese  
 Ancestry who have returned to America after studying in Japan)  
 Knights of the White Camellia  
 Ku Klux Klan  
 Kyffhaeuser, also known as Kyffhaeuser League (Kyffhaeuser  
 Bund), Kyffhaeuser Fellowship (Kyffhaeuser Kameradschaft)  
 Kyffhaeuser War Relief (Kyffhaeuser Kriegshilfswerk)  
 Labor Council for Negro Rights  
 Labor Research Association, Inc.  
 Labor Youth League  
 League of American Writers  
 Lictor Society (Italian Black Shirts)  
 Macedonian-American People's League  
 Mario Morgantini Circle  
 Maritime Labor Committee to Defend Al Lannon  
 Massachusetts Minute Women for Peace  
 Maurice Braverman Defense Committee

Michigan Civil Rights Federation  
 Michigan School of Social Science  
 Nanka Teikoku Gunyudan (Imperial Military Friends Group  
 or Southern California War Veterans)  
 National Association of Mexican Americans (also known as  
 Asociacion Nacional Mexico-Americana)  
 National Blue Star Mothers of America (not to be confused with  
 the Blue Star Mothers of America organized in February 1942)  
 National Committee for the Defense of Political Prisoners  
 National Committee for Freedom of the Press  
 National Committee to Win the Peace  
 National Conference on American Policy in China and the  
 Far East (a conference called by the Committee for a  
 Democratic Far Eastern Policy)  
 National Council of Americans of Croatian Descent  
 National Council of American-Soviet Friendship  
 National Federation for Constitutional Liberties  
 National Labor Conference for Peace  
 National Negro Congress  
 National Negro Labor Council  
 Nationalist Action League  
 Nationalist Party of Puerto Rico  
 Nature Friends of America (since 1935)  
 Negro Labor Victory Committee  
 New Committee for Publications  
 Nichibei Kogyo Kaisha (The Great Fujii Theatre)  
 North American Committee to Aid Spanish Democracy  
 North American Spanish Aid Committee  
 North Philadelphia Forum  
 Northwest Japanese Association  
 Ohio School of Social Sciences  
 Oklahoma Committee to Defend Political Prisoners  
 Oklahoma League for Political Education (See Communist  
 Political Association)  
 Original Southern Klans, Incorporated  
 Pacific Northwest Labor School, Seattle, Washington  
 Palo Alto Peace Club  
 Partido del Pueblo of Panama (operating in the Canal Zone)  
 Peace Information Center  
 Peace Movement of Ethiopia  
 People's Drama, Inc.  
 People's Educational Association (Incorporated under name  
 Los Angeles Educational Association, Inc.), also known as  
 People's Educational Center, People's University,  
 People's School  
 People's Educational and Press Association of Texas  
 People's Institute of Applied Religion  
 People's Radio Foundation, Inc.  
 Philadelphia Labor Committee for Negro Rights  
 Philadelphia School of Social Science and Art  
 Photo League (New York City)  
 Political Prisoners' Welfare Committee



Polonia Society of the IWO  
 Progressive German-Americans, also known as Progressive  
 German-Americans of Chicago  
 Proletarian Party of America  
 Protestant War Veterans of the United States, Inc.  
 Provisional Committee of Citizens for Peace, Southwest Area  
 Puertorriquenos Unidos (Puerto Ricans United)  
 Quad City Committee for Peace  
 Revolutionary Workers League  
 Romanian-American Fraternal Society  
 Russian American Society, Inc.  
 Sakura Kai (Patriotic Society, or Cherry Association--  
 composed of veterans of Russo-Japanese War)  
 Samuel Adams School, Boston, Massachusetts  
 Santa Barbara Peace Forum  
 Schappes Defense Committee  
 Schneiderman-Darcy Defense Committee  
 School of Jewish Studies, New York City  
 Seattle Labor School, Seattle, Washington  
 Serbian-American Fraternal Society  
 Serbian Vidoudan Council  
 Shinto Temples  
 Silver Shirt Legion of America  
 Slavic Council of Southern California  
 Slovak Workers Society  
 Slovenian-American National Council  
 Socialist Workers Party, including American Committee  
 for European Workers' Relief  
 Socialist Youth League  
 Sokoku Kai (Fatherland Society)  
 Southern Negro Youth Congress  
 Suiko Sha (Reserve Officers Association, Los Angeles)  
 Tom Paine School of Social Science, Philadelphia, Pennsylvania  
 Tom Paine School of Westchester, New York  
 Tri-State Negro Trade Union Council  
 Ukrainian-American Fraternal Union  
 Union of American Croats  
 Union of New York Veterans  
 United American Spanish Aid Committee  
 United Committee of Jewish Societies and Landsmanschaft  
 Federations, also known as Coordination Committee of  
 Jewish Landsmanschaften and Fraternal Organizations  
 United Committee of South Slavic Americans  
 United Harlem Tenants and Consumers Organization  
 United May Day Committee  
 United Negro and Allied Veterans of America  
 Veterans of the Abraham Lincoln Brigade

Veterans Against Discrimination of Civil Rights Congress  
of New York (See Civil Rights Congress)  
Virginia League for People's Education (See Communist  
Political Association)  
Voice of Freedom Committee  
Walt Whitman School of Social Science, Newark, New Jersey  
Washington Bookshop Association  
Washington Committee to Defend the Bill of Rights  
Washington Committee for Democratic Action  
Washington Commonwealth Federation  
Washington Pension Union  
Wisconsin Conference on Social Legislation  
Workers Alliance (since April 1936)  
Workers Party, including Socialist Youth League  
Yiddisher Kultur Farband  
Young Communist League  
Yugoslav-American Cooperative Home, Inc.  
Yugoslav Seamen's Club, Inc.

SAC, DETROIT (Your file )

April 30, 1954

Director, FBI

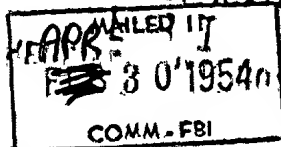
PERSONAL ATTENTION

Donald E. Moore  
 Assistant Special Agent in Charge  
 Physical Condition

- ( ) Rebutlet \_\_\_\_\_.
- ( ) Reurlet \_\_\_\_\_.
- ( ) Submit reply promptly.
- ( ) Schedule necessary physical examination and surep promptly.
- ( ) Advise Bureau re physical condition.
- ( ) Advise Bureau of present weight without clothing.
- (x) Submit results of physical examination to Bureau  
immediately.

Tolson \_\_\_\_\_  
 Ladd \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Clegg \_\_\_\_\_  
 Glavin \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tracy \_\_\_\_\_  
 Gearty \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Winterrowd \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Holloman \_\_\_\_\_  
 Miss Gandy \_\_\_\_\_

WBH/jam



MAILED  
 RECORDED

J. W. S.

# Office Memorandum • UNITED STATES GOVERNMENT

TO : Director, FBI

FROM : SAC, Detroit (67-515)

SUBJECT:

[REDACTED] was:

Manufacturers National Bank of Detroit,  
Telegraph-Carlyle Office, Dearborn,  
Michigan, April 2, 1954  
BANK ROBBERY

b6  
b7C

Mr. Tolson	_____
Mr. Boardman	_____
Mr. Nichols	_____
Mr. Belmont	_____
Mr. Harbo	_____
Mr. Mohr	_____
Mr. Winterrowd	_____
Tele. Room	_____
Mr. Holloman	_____
Miss Gandy	_____

Remytel 4/6/54 captioned as above and telephone calls from Inspector E. H. WINTERROWD 4/6/54. In accordance with Mr. WINTERROWD's instructions, there are attached memoranda submitted by myself, ASAC D. E. MOORE, SA JOSEPH E. ISEMAN, SA ROBERT E. BARRITT, SA LEO C. SHIRLEY and SA GEORGE B. KNIGHT relative to the raid which resulted in the apprehension of subjects. These were the only Agents participating in this raid. These memoranda are factual and accurately portray the action that took place on this raid.

[REDACTED] injury, as related in my teletype and as outlined in the attached memoranda, was caused by his jumping from the second story window in an escape attempt and in so doing dislocated his left arm. There was nothing any Agent did to cause him to injure himself and I know of no action that I or any of the Agents involved in this raid could have taken without unduly exposing themselves, which would have prevented [REDACTED] from jumping from the window. It was known at the time of the apprehension that just a few days earlier [REDACTED] had escaped from the Oakland County Sheriff's Department and since apprehension he has advised that he has escaped many times from police officers and on one occasion escaped from the Detroit Police Department when they fired fifteen to twenty shots at him.

In regard to the participation of the Dearborn Police Department in this raid, I would like to again point out that the Dearborn Police Department was the first law enforcing body to arrive at the scene of the robbery. They had conducted several interviews by the time Bureau Agents were able to arrive. This bank is located about twelve miles from the Detroit office and to get to this bank one must travel through extremely heavy traffic. When I arrived at the bank the Dearborn police officials who were there immediately turned the direction of the investigation over to the writer and other Bureau personnel and cooperated fully with our investigation from there on. They were given certain assignments along with our Agents to carry out and they conducted these assignments in accordance with our instructions. They turned over the evidence that they had collected to us for submission to the Laboratory for use in the trial of this case.

FHM:MEB  
Enclosures

RECORDED - 6  
INDEXED - 6

EXP. PROC.

APR 8 1954

UNRECORDED COPY FILED IN

Letter to the Director  
April 7, 1954

After determining that the robbers had made their getaway and making appropriate assignments at the bank, the writer proceeded to the scene where the getaway car had just been located abandoned. Members of the Inkster Police Department were there, as well as members of the Wayne County Sheriff's Patrol and members of the Dearborn Police Department. Inkster police were there since the place where the car was abandoned was on the border between Dearborn and Inkster. The Sheriff's Patrol, of course, has jurisdiction throughout the county.

Upon my arrival there these officers quite willingly accepted directions from me and they, along with Agents who had arrived, carried out the assignments which I made relative to the crime scene and the processing of the car. These officers were completely cooperative with this office. They have received tips on the identity of the bank robbers and have readily relayed to us all the information that they had received or developed which might be pertinent.

On April 5, 1954 they received photographs of subject [ ] from the Oakland County Sheriff's Office and, although this office had received them earlier and had exhibited them to officials of the bank who had identified the photograph of [ ] Dearborn Police Department officials also showed the picture they had received to the bank officials and were advised that he was identical to the number one bandit. They were therefore in possession of the same information that we had relative to the identity of the number one robber. b6 b7C

The night of April 5, 1954 Detective-Inspector JOE DOUGHER, Dearborn Police Department, was contacted by me. He advised at that time of the officials identifying the photograph of [ ] and I told Inspector DOUGHER that it was believed inadvisable to conduct further investigation during the night of April 5 and that the investigation to locate them or to develop information as to where they might have proceeded should be instituted the first thing the morning of April 6. He advised that he would withhold any investigation toward locating the subjects until advised by this office. He also advised that his Department would refrain from notifying the press of the identification of subject [ ] b6 b7C

At our conference the night of April 5, numerous assignments were made for coverage of leads in the Dearborn area, as well as in the Pontiac area where [ ] has resided most of his life. The morning of April 6, Detectives JACK FRITCHARD and PETER VANDERMEULEN were working with Agents in covering leads in the Dearborn area. One of these leads led to the location of the address [ ] [ ] The raid thereafter was planned and conducted as outlined in the attached memoranda. b6 b7C

Since these officers have worked with us from the inception of the investigation, it is my belief that to have excluded them at the very last moment would have forever ruined our relations with the Dearborn Police Department.

Letter to the Director  
April 7, 1954

In my opinion this entire investigation proceeded along very logical lines and was brought to a successful conclusion because of good investigative technique, hard work on the part of our Agents primarily and good cooperation that we received from other departments in this area and close coordination of the investigation. The Agents and the police officers who participated in this raid functioned in an outstanding manner. Everyone accepted his assignment as I have given it and stayed by his post in accordance with instructions and took appropriate action when it was required.

I recommend that ASAC MOORE and SA-s JOSEPH E. ISEMAN, ROBERT E. BARRITT, LEO C. SHIRLEY and GEORGE B. KNIGHT receive letters of commendation for the outstanding manner in which they carried out their particular assignments during the investigation of this case, and particularly during the raid which resulted in the apprehension of the subjects and the recovery of approximately \$50,000 worth of money and property.

I further recommend that letters of commendation be directed to Detectives JACK PRITCHARD and PETER VANDERMEULEN, Dearborn, Michigan Police Department, for their excellent cooperation and for the effective manner in which they carried out their assignments during the raid.

During this investigation a great number of Agents of this office did an excellent job of investigation. I have commended each of these Agents personally and have made their excellent work a matter of record in their personnel files. I do not believe, however, that they are deserving of letters of commendation from the Director.

SAC

April 7, 1954

ASAC D. E. MOORE (91-1001)

[REDACTED]

b6  
b7C

Manufacturers National Bank of Detroit,  
Telegraph-Carlisle Office, Dearborn, Michigan  
April 2, 1954  
BANK ROBBERY

At the outset of the raid the Writer immediately took cover in the garage at the rear of [REDACTED]. From this position I could see the rear of the house and also observe SA JOSEPH E. ISEMAN and SA GEORGE B. KNIGHT where they had coverage.

The Writer's first observation of either of the Subjects was when [REDACTED] appeared alongside the residence running toward the back end of the residence immediately adjacent to [REDACTED] on the east. He ran toward a high fence and was immediately confronted by SA KNIGHT who had [REDACTED] covered and told him to drop the bag he was carrying and put up his hands. [REDACTED] obeyed this command and walked toward the high fence which separated [REDACTED] and KNIGHT. He asked KNIGHT if he was an FBI Agent and SA KNIGHT replied yes and for him to keep his hands up. [REDACTED] complained that his arm was hurting him and that it was broken and he wanted to put his hands down. SA KNIGHT told him to keep his hands raised.

b6  
b7C

The Writer at that time told SA KNIGHT to stay back from the fence so [REDACTED] could not come near him and also instructed [REDACTED] to keep his hands up. [REDACTED] then complained that he was in severe pain and it was obvious that his left arm was broken or dislocated and he was instructed by the Writer to lie down on the ground on his back with his arms outstretched so that he could rest his arms and ease the pain. He did this and remained on the ground covered by SA KNIGHT, SA ISEMAN and the Writer until he was taken into physical custody by Detective PETER VANDER MEULEN of the Dearborn Police Department and SA ROBERT E. BARRITT. It is noted that there was a high wire fence separating the Writer and SA ISEMAN from the yard into which [REDACTED] jumped.

b6  
b7C

The Writer, in over 13 years in the Bureau, has been on numerous raids and apprehensions and it is believed this was the most efficiently executed of any raid the Writer has ever observed.

DEM:ALK

## ROUTING SLIP

Date 4/29/54, 11

Memo To:

ASAC	Supervisor	Agent	Steno	Clerk	Chief Clerk	Special Employee	Title: SPECIAL AGENTS ALFAL PHYSICAL EXAMINATIONS DETROIT DIVISION SA EDWARD J. MASON ASAC DONALD E. MOORE
File No.							

ACTION DESIRED

<input type="checkbox"/> Assign to	<input type="checkbox"/> Open Case
<input type="checkbox"/> Acknowledge	<input type="checkbox"/> Prepare Tickler
<input type="checkbox"/> Bring File	<input type="checkbox"/> Reassign to
<input type="checkbox"/> Call Me	<input type="checkbox"/> Recharge serials
<input type="checkbox"/> See Me	<input type="checkbox"/> Search and Return
<input type="checkbox"/> Correct	<input type="checkbox"/> Send serials
<input type="checkbox"/> Delinquent	<input type="checkbox"/> to
<input type="checkbox"/> Expedite	<input type="checkbox"/> Submit new charge-out
<input type="checkbox"/> File	<input type="checkbox"/> Submit report by
<input type="checkbox"/> Leads need attention	<input type="checkbox"/> Type
<input type="checkbox"/> Read, Initial and	<input type="checkbox"/> Return Serials
<input type="checkbox"/> Return	
<input type="checkbox"/> Undeveloped leads in your district awaiting attention.	

ASAC MOORE and SA EDWARD J. MASON scheduled to take electrocardiogram examination at Selfridge Air Force Base on 5/5/54. Results will be submitted to the Bureau as soon as they are received.

S.A.C. E. H. MC INTIRE  
Office Detroit

(In intra office use return this with notation as to action taken or explanation.)

NOT RECORDED-13  
File



1. LAST NAME--FIRST NAME--MIDDLE NAME <b>MOORE, Donald E.</b>			2. GRADE AND COMPONENT OR POSITION <b>Civilian</b>		3. IDENTIFICATION NO. <b>100-100000</b>
4. HOME ADDRESS (Number, street or RFD, city or town, zone and State) <b>13957 Stahelin, Detroit 23, Michigan</b>			5. PURPOSE OF EXAMINATION <b>FBI Annual</b>		6. DATE OF EXAMINATION <b>5 Feb 64</b>
7. SEX <b>Male</b>	8. RACE <b>Caucasian</b>	9. TOTAL YRS. GOVT. SERVICE MILITARY <b>13</b> CIVILIAN	10. DEPARTMENT, AGENCY, OR SERVICE <b>FBI</b>		11. ORGANIZATION UNIT <b>-</b>
12. DATE OF BIRTH <b>11Jul18(35)</b>		13. PLACE OF BIRTH <b>Oketo, Kansas</b>		14. NAME, RELATIONSHIP, AND ADDRESS OF NEXT OF KIN <b>-</b>	
15. EXAMINING FACILITY OR EXAMINER, AND ADDRESS <b>SelfridgeAFB, Michigan</b>			16. OTHER INFORMATION <b>-</b>		
17. RATING OR SPECIALTY <b>-</b>			TIME IN THIS CAPACITY: TOTAL		LAST SIX MONTHS <b>-</b>

CLINICAL EVALUATION		NOTES.—Describe every abnormality in detail. (Enter pertinent item number before each comment; continue in item 73 and use additional sheets if necessary.)
NORMAL	ABNORMAL	
		(Check each item in appropriate column; enter "N, E," if not evaluated)
X		18. HEAD, FACE, NECK, AND SCALP
X		19. NOSE
X		20. SINUSES
X		21. MOUTH AND THROAT
X		22. EARS—GENERAL (Int. & ext. canals) (Auditory acuity under items 70 and 71)
X		23. DRUMS (Perforation)
X		24. EYES—GENERAL (Visual acuity and refraction under items 68, 69, and 71)
X		25. OPHTHALMOSCOPIC
X		26. PUPILS (Equality and reaction)
X		27. OCULAR MOTILITY (Coordinated parallel movements, nystagmus)
X		28. LUNGS AND CHEST (Include breasts)
	X	29. HEART (Thrust, size, rhythm, sounds)
X		30. VASCULAR SYSTEM (Varicose veins, etc.)
X		31. ABDOMEN AND VISCERA (Include hernia)
X		32. ANUS AND RECTUM (Hemorrhoids, fistulae) (Prostate if indicated)
X		33. ENDOCRINE SYSTEM
X		34. G-U SYSTEM
X		35. UPPER EXTREMITIES (Strength, range of motion)
X		36. FEET
X		37. LOWER EXTREMITIES (Except feet) (Strength range of motion)
X		38. SPINE, OTHER MUSCULOSKELETAL
X		39. IDENTIFYING BODY MARKS, SCARS, TATTOOS
X		40. SKIN, LYMPHATICS
X		41. NEUROLOGIC (Equilibrium tests under item 71)
X		42. PSYCHIATRIC (Specify any personality deviation)
Females only		
		(Check how done)
		43. PELVIC <input type="checkbox"/> VAGINAL <input type="checkbox"/> RECTAL

29. Frequent extra systolies.

J-ENCL 1 det.

(Continue in item 73)

44. DENTAL (Place appropriate symbols above or below number of upper and lower teeth, respectively)																		REMARKS AND ADDITIONAL DENTAL DEFECTS AND DISEASES		
O—Restorable teeth      X—Missing teeth      (5 X 8)—Fixed bridge, brackets to include abutments I—Nonrestorable teeth      XXX—Replaced by dentures																		Type 3 examination		
X 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 R I G H T 32 31 30 29 28 27 26 25 24 23 22 21 20 19 18 17 L E F T X RECORDED - 22																		Class 1		
LABORATORY FINDINGS																		67-111504-156		
45. URINALYSIS: SP. GR. 1.020										46. CHEST X-RAY (Place, date, film number, result) Selfridge AFB, Mich. 5 Feb. 54 '984 Negative										
ALBUMIN Neg			SUGAR Neg			MICROSCOPIC Normal			47. SEROLOGY (Specify test used and result) Cardiophilin negative											
48. EKG Normal			49. BLOOD TYPE AND RH FACTOR Blood Type-O RH Factor-Pos			50. OTHER TESTS														
14 MAY 24 1954																				

MEASUREMENTS AND OTHER FINDINGS											
51. HEIGHT 73"		52. WEIGHT 194		53. COLOR HAIR Brown		54. COLOR EYES Blue		55. BUILD: SLENDER <input type="checkbox"/> MEDIUM <input type="checkbox"/> HEAVY <input checked="" type="checkbox"/> OBESSE <input type="checkbox"/>		56. TEMP. 98.6	
57. BLOOD PRESSURE (Arm at heart level)						58. PULSE (Arm at heart level)					
SITTING SYS. 128 DIAS. 88		RECUM-BENT SYS. - DIAS. -		STANDING (3 min.) SYS. - DIAS. -		SITTING 84		EXERCISE 84		2 MIN. AFTER 80	
59. DISTANT VISION						60. REFRACTION			61. NEAR VISION		
RIGHT 20/ 50		CORR. TO 20/ 25 **		BY - S		20/25			20/20		
LEFT 20/ 100		CORR. TO 20/ 30		BY - S, - CX -		20/20			20/20		
62. METEOPHORIA: (Specify distance) ES° 11 EX° 0 R. H. 0.5 L. H. 0											
63. ACCOMMODATION RIGHT 6 LEFT 6.5				64. COLOR VISION (Test used and result) AOC Abdg. Passed				65. DEPTH PERCEPTION (Test used and score) UNCORRECTED - CORRECTED -			
66. FIELD OF VISION Normal				67. NIGHT VISION (Test used and score)				68. RED LENS -		69. INTRAOCULAR TENSION Normal	
70. HEARING		71. AUDIOMETER						72. PSYCHOLOGICAL AND PSYCHOMOTOR (Tests used and score)			
RIGHT WV 15 /15 SV 15 /15		250 500 1000 2000 3000 4000 5000 -560 618 1084 2048 3800 4090 8108									
LEFT WV 15 /15 SV 15 /15		RIGHT LEFT									

73. NOTES (Continued) AND SIGNIFICANT OR INTERVAL HISTORY

No illnesses or injuries since last annual examination.

\*\* Supplemental eye examination taken May 11, 1954 and distant vision corrected to 20/20-both eyes.

(Use additional sheets of plain paper if necessary)

74. SUMMARY OF DEFECTS AND DIAGNOSES (List diagnoses with item numbers)

None

75. RECOMMENDATIONS-FURTHER SPECIALIST EXAMINATIONS INDICATED (Specify)

None

77. EXAMINEE (Check)



IS QUALIFIED FOR

FBI Annual

IS NOT

78. IF NOT QUALIFIED, LIST DISQUALIFYING DEFECTS BY ITEM NUMBER

79. TYPED OR PRINTED NAME OF PHYSICIAN

GEORGE C. EKVALL, CAPT., USAF(MC)

80. TYPED OR PRINTED NAME OF PHYSICIAN

81. TYPED OR PRINTED NAME OF DENTIST OR PHYSICIAN (Indicate which)

HUGH E. MARSHALL, COL., USAF(DC)

82. TYPED OR PRINTED NAME OF REVIEWING OFFICER OR APPROVING AUTHORITY

SIGNATURE

SIGNATURE

SIGNATURE

SIGNATURE

76. PHYSICAL PROFILE

P	U	L	H	E	S

PHYSICAL CATEGORY

A	B	C	E

NUMBER OF ATTACHED SHEETS

ATTACHMENT TO STANDARD FORM 88  
(Revised August, 1950)

Report of Medical Examination

FOR INFORMATION AND GUIDANCE OF MEDICAL EXAMINER:

The following portions of the attached examination report form need not be completed:

2	62
3	65
11	67
14	68
17	69
48 (unless other examination in- dicates desirable)	71
49	72

Chest x-ray not necessary in absence of symptoms, unless examination being conducted at public health facility where chest x-ray is available.

FOR ALL APPLICANTS, WHETHER FOR CLERICAL OR SPECIAL AGENT POSITIONS:

Medical examiner should answer following question:

Applicant (examinee) \_\_\_\_\_ qualified  
is, is not

fied for strenuous physical exertion. (Designate which)

FOR ALL MALE APPLICANTS:

Medical examiner is requested to answer following:

Does applicant (examinee) have any defects restricting or prohibiting his participation in defensive tactics and dangerous assignments which might entail the practical use of firearms?

If answer is "yes" please specify

G. C. Ewald  
(Signature of Medical Examiner)

5 Feb 54  
(Date)

ENCLOSURE

171 156

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Director, FBI

DATE: June 28, 1954

FROM : *J. H. W.*  
SAC, Detroit (67-7341)SUBJECT: DONALD E. MOORE (Employee)  
PERSONNEL STATUS CHANGEDETROIT (Division)ADDRESS AND PHONE CHANGE:

Present phone: \_\_\_\_\_ (City)

Present address: \_\_\_\_\_

MARITAL STATUS:

Married to \_\_\_\_\_

On \_\_\_\_\_ at \_\_\_\_\_

Remarks:

BIRTHS:Girl named \_\_\_\_\_ Boy named   b6Born on JUNE 22, 1954 at 12:20 PMTo employee and Mrs. Donald E. MooreThis is their third child.Remarks: Mr. and Mrs. Donald E. Moore reside at 13957 Stahelin Ave.,  
Detroit, Michigan.

FHM:PJB

JUL 12 1954

RECORDED - 10

*File  
Beth. copy  
7-7-54  
C. V. ind*11-191804-157  
Searched .....

Numbered .....

14 JUN 30 1954

THREE

August 26, 1954

Mr. Donald E. Moore  
Federal Bureau of Investigation  
Detroit, Michigan

Dear Mr. Moore:

Your headquarters are being changed, public business permitting, from **Detroit, Michigan,** to **New York,** effective upon your arrival there on or after this date. You are to assume the duties of **Security Assistant Special Agent in Charge of that Office.** This change is made for official reasons and not primarily for your convenience or benefit, or at your request. You will be allowed your necessary expenses of transportation and a per diem in lieu of subsistence of \$9.00 in connection therewith, such expenses to include the transportation of your immediate family as provided for in Public Law 600 of August 2, 1946, and Executive Order 9805, approved November 25, 1946, as amended.

You are authorized to use a privately owned automobile in connection with your transfer and you will be reimbursed at the rate of seven cents per mile not to exceed the cost of common carrier by the most direct route, plus incidental expenses in connection therewith, of all persons officially traveling in that vehicle. Should your dependents travel by privately owned automobile separate and apart from you, mileage at seven cents per mile is authorized under the same conditions as above.

The transportation of your household goods and personal effects will be paid in accordance with regulations contained in Public Law 600 of August 2, 1946, and Executive Order 9805, approved November 25, 1946, as amended.

Enclosure

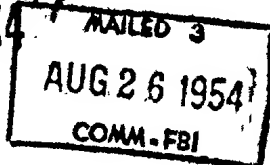
CC - SAC, New York (P&C)  
SAC, Detroit (P&C)  
Mr. L. B. Nichols  
Mr. Harbo  
Miss Usilton  
ERG:jeg

Very truly yours,

J. Edgar Hoover  
Director

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Laughlin \_\_\_\_\_  
Mohr \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Rm. \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

AUG 30 1954



1778-158

July 7, 1954

Mr. Donald E. Moore  
Federal Bureau of Investigation  
Detroit, Michigan

Dear Mr. Moore:

I wish to take this opportunity to congratulate Mrs. Moore and you on the arrival of your son, [redacted]

I know how happy you must be and I do hope the future will be filled with an abundance of happiness and good health for your little boy.

Sincerely,

**J. Edgar Hoover**

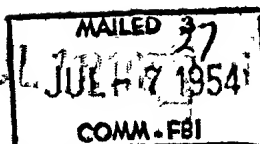
CC: SAC, Detroit (Personal Attention)

CC: Mr. Leinbaugh

67-191804-157

CV:nd

Tolson \_\_\_\_\_  
Boardman \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
 Sizoo \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_



NOT 1 4 23 PM 7 PM  
U.S. DEPT. OF JUSTICE  
FBI  
RECEIVED MAY 1964  
STREET PHOTOGRAPH

Copy 32

TO : Mr. Tolson

August 24, 1954

FROM : Mr. Mohr

DONALD E. MOORE

SUBJECT : PERSONNEL CHANGES

The following personnel changes are being recommended in view of the resignation of SAC H. Charles Boswell, who is under transfer to the Kansas City Division to replace SAC J. C. Ellsworth who also resigned. This creates a vacancy in the Kansas City Division.

It is recommended that ASAC William G. Simon, of the New York Division, be designated SAC of the Kansas City Division with no change in grade or salary.

The attached permanent brief of Mr. Simon's file reflects that he entered on duty December 9, 1940 and is presently in Grade GS-15, \$10,800 per annum. He is 41 years of age, married and has three children. He has a Bachelor of Arts degree, a Bachelor of Laws degree, and is a member of the California State and Federal Bars. Mr. Simon is originally from Arizona and has spent considerable time in California. However, he does not list any particular office of preference. He has served in a number of field divisions as an agent and as a supervisor at the Seat of Government in the Domestic Intelligence Division. In addition, he has served as an Inspector in the Training and Inspection Division and on two occasions as ASAC of the Kansas City Division. His first assignment as ASAC at Kansas City began on April 27, 1950 and terminated January 31, 1952, when he was transferred to the Training and Inspection Division. His second assignment began on July 11, 1952, and terminated May 31, 1953, when he was transferred as ASAC of the New York Division. Mr. Simon has an excellent record in the Bureau and is recommended for further advancement by his SAC and by various Inspectors.

You will recall that Mr. Simon was censured and placed on probation October 14, 1953, during the investigation of the Greenlease Kidnaping case. He failed to assume personal charge of a group of agents while subject Carl Austin Hall was being returned to the City Jail and after he had attempted to show agents where he had disposed of certain evidence in connection with the case. The indiscreet matter in which he was returned to jail resulted in

ERC:mmm  
Attachments (4)

74  
SEP 14 1954

unfavorable publicity and Mr. Simon was considered responsible for not assuming personal on-the-job supervision. He was removed from probation January 13, 1954, and has not been the subject of further administrative action.

I feel that Mr. Simon is the best qualified candidate for the position of SAC at Kansas City in view of his past excellent record as ASAC of that office and also in view of his excellent progress since his assignment to New York.

The Director last saw Mr. Simon on January 21, 1954, and said he made a good personal appearance and seemed to be intensely interested in his work. The Director discussed a number of office problems with Mr. Simon at that time. The Director said that Mr. Simon had an excellent attitude and the Director believed that he measured up to the responsibilities which had been assigned to him in the New York Division.

II. It is recommended that ASAC Donald E. Moore of the Detroit Division be designated ASAC of the New York Division with no change in grade or salary.

The attached permanent brief of Mr. Moore's file reflects that he entered on duty March 10, 1941, and is presently in Grade GS-14, \$9600 per annum. He is 36 years of age, married and has three children. He has a Bachelor of Arts degree and attended law school, however, he did not receive a degree and is not a member of the bar. His offices of preference are Denver and Portland. Mr. Moore has an excellent record in the Bureau. He has served in a number of field offices as an agent and from August 17, 1947 to December 6, 1951, he served in a supervisory capacity in the Domestic Intelligence Division. He was designated ASAC of the Detroit Office December 6, 1951.

You will recall that Mr. Moore experienced considerable difficulty during his early career as ASAC in the Detroit Division. It is to be noted that a great deal of Mr. Moore's difficulties occurred during the period that former SAC Scheidt was in charge of the Detroit Office and that subsequent to Scheidt's removal and the designation of Mr. McIntire as SAC the Detroit Division has shown considerable improvement. It is to be noted that although Mr. Moore was a new ASAC in the Detroit Division he received little or no assistance from Mr. Scheidt in getting the Detroit Division in proper shape. I feel that Mr. Moore has excellent possibilities for further advancement in the Bureau's service and eventually assuming the duties of SAC.

During the past year Mr. Moore has received no administrative action but has been commended on four different occasions for his competence in handling various phases of the Bureau's work.



The Director last saw Mr. Moore on November 24, 1953, and said that he made a good personal appearance. The Director discussed a number of delinquencies in the Detroit Office with Mr. Moore at that time.

During an inspection of the Detroit Office in January, 1954, Inspector Van Pelt stated that it was apparent Mr. Moore had afforded his work close attention. He appeared to work very closely and harmoniously with the SAC. He displayed a thorough knowledge of the over-all office operations, problems and responsibilities. The Inspector thought that Mr. Moore was capable of being SAC of one of the Bureau's smaller offices and recommended he be so considered when the opportunity arose.

III. It is recommended that ASAC William K. Bock of the Milwaukee Division be designated ASAC of the Detroit Division with no change in grade or salary.

The attached permanent brief of Mr. Bock's file reveals that he entered on duty on March 23, 1942, and is presently in Grade GS-14, \$9600 per annum. He is 42 years of age, married and has one child. He has a Bachelor of Arts degree, a Bachelor of Laws degree and is a member of the Colorado State Bar and the United States Supreme Court Bar. Mr. Bock is a native of Colorado and lists Denver as his office of preference. He has served in a number of field divisions as an agent and in addition has had experience as a supervisor in the Domestic Intelligence Division and the Investigative Division at the Seat of Government. He was designated ASAC of the Buffalo Division December 21, 1951 and was transferred as ASAC at Milwaukee November 27, 1952. He has an excellent record in the Bureau.

The position of ASAC in the Detroit Division would entitle Mr. Bock to be considered for advancement to Grade GS-15, \$10,800 per annum at some later date inasmuch as the SAC of the Detroit Division is Grade GS-16, \$12,000 per annum. Mr. Bock's name appears sixth on the SAC Advancement List and he is being considered over the other ASAC's for the following reasons:

ASAC Carroll Doyle was just transferred to San Juan and will later be considered for SAC of that Division.

ASAC Scott J. Werner was just recently designated SAC of the San Antonio Division.

ASAC John A. Holtzman was just recently designated ASAC of the San Francisco Division.

ASAC Earl E. Brown was just recently designated ASAC of the Philadelphia Office.

ASAC Allan Gillies was just recently designated ASAC at Pittsburgh.

During an inspection of the Milwaukee Office in January, 1954, Inspector Stein advised that Mr. Bock had a good knowledge of the functions of the Milwaukee Office. He supervised criminal work and the criminal informant program but had also exhibited a good knowledge of security work. SAC Murphy advised that Mr. Bock had handled the duties of SAC in his absence and demonstrated sufficient force, aggressiveness and initiative in discharging these duties. The SAC felt that he could at this time handle the duties of SAC in a small office.

The Director last saw Mr. Bock on January 13, 1954, and commented that his first impression concerning Mr. Bock was somewhat uncertain but as the Director talked to him more he gained a favorable impression of Mr. Bock. The Director said Mr. Bock seemed to have a good sense of his responsibilities and and the problems incident to the running of a field office. The Director discussed with him generally a number of field office delinquencies.

IV. It is recommended that Special Agent Stephen A. Smith of the Training and Inspection Division be designated ASAC of the Milwaukee Division with no change in grade or salary. Due to the recent transfers of SA's William H. Buys and Joseph E. McMahon from the Training and Inspection Division as ASAC's, Mr. Smith's name now appears first on the ASAC List.

The attached permanent brief of Mr. Smith's file reflects that he entered on duty September 3, 1940 and is presently in Grade GS-13, \$8760 per annum. He is 42 years of age, married and has two children. He has a Bachelor of Laws degree and is a member of the District of Columbia Bar and the United States Supreme Court Bar. Mr. Smith is a native of South Carolina; however, he has listed Washington, D. C. as his office if preference. He has served in a number of field divisions as a Special Agent and as a supervisor in the Domestic Intelligence Division, the Investigative Division and the Training and Inspection Division. He is a qualified administrative firearms instructor, a Bureau speaker, and an approved Inspector's Aide. In March, 1954, Mr. Rosen advised that SA Smith in his opinion was capable of handling additional responsibilities including those of ASAC. His services throughout the years have been considerably above average and he has received no serious administrative action.

FD-36

5261

FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

NEW YORK, N.Y.  
9/23/54

AIRTEL

Transmit the following Teletype message to:

DIRECTOR, FBI

ASAC DONALD E. MOORE REPORTED NYO 3 PM TODAY. TEMPORARILY

RESIDING

[Redacted]

CARE OF

[Redacted]

*Mr. Gaster*  
5545

TELEPHONE

[Redacted]

*Mr. Fields*  
3633

b6

KELLY

@cc-Bureau

AJM:MT

Noted in  
Comm. Sect.  
by *[Signature]*

57 (67)  
39 SEP 28 1954

Approved: \_\_\_\_\_

*[Signature]*  
Special Agent in Charge

Sent \_\_\_\_\_ M

Per \_\_\_\_\_  
*[Signature]*

**FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE**

**REPORT OF PERFORMANCE RATING**

*Upjohn  
Represent*

Name of Employee: Donald E. Moore

Where Assigned: Detroit  
(Division) (Section, Unit)

Payroll Title: Assistant Special Agent in Charge GS-14

Rating Period: from April 1, 1954 to September 21, 1954

ADJECTIVE RATING: SATISFACTORY  
Outstanding, Satisfactory, Unsatisfactory

Employee's  
Initials

*mm*

Rated by: F. H. McIntire Special Agent in Charge 9-21-54  
Signature F. H. McIntire Title Date

Reviewed by: [Signature] \_\_\_\_\_  
Signature Title Date

Rating approved by: [Signature] Assistant Director - SEP 28 1954  
Signature Title Date

TYPE OF REPORT

( ) Official  
( ) Annual

(X) Administrative

( ) 60-day

(X) Transfer SEP 24 1954

( ) Separation from service

( ) Special

67-191804-159

Searched

180

SEP 29 1954

*[Signature]*

NARRATIVE COMMENTS

SEP 27 1964

SEP 29 1964

924

Note: The regulations require that OUTSTANDING ratings be supported by a statement in writing setting forth IN DETAIL the performance IN EVERY ASPECT and the REASONS for considering each worthy of SPECIAL COMMENDATION. UNSATISFACTORY ratings must be supported by a statement in writing stating (1) WHEREIN the performance is unsatisfactory, (2) the facts of the (90 day) PRIOR WARNING, and (3) the efforts made AFTER THE WARNING TO HELP the employee bring his performance up to a satisfactory level.

# PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee Donald E. Moore Title Assistant Special Agent in Charge  
Rating Period: from 4/1/54 to 9/21/54

## RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared. Rate items as follows:

- + Outstanding (exceeding excellent and deserving special commendation).  
✓ Satisfactory (ranging from good to excellent but not sufficient to rate outstanding).  
= Unsatisfactory.  
○ No opportunity to appraise performance during rating period.

Guide for determining adjective rating:

An 'Outstanding' rating cannot be justified unless all elements rated are 'plus', and in addition, of course, supporting comments must comply with the requirements as set out below.

So far as 'Satisfactory' and 'Unsatisfactory' ratings are concerned, it is impossible to provide a mechanical formula for computing the various 'plus', 'check', and 'minus' marks because such would presume equal weight for all elements rated. Good judgment must be exercised to insure that the adjective rating is reasonable in the light of the elements rated. All minus marks must be supported by narrative detail, and of course, all 'Unsatisfactory' ratings must comply with the requirements as set out below.

- |   |   |
|---|---|
| <u>+</u> (1) Personal appearance.   | <u>✓</u> (17) Firearms ability.   |
| <u>+</u> (2) Personality and effectiveness of his personal contacts.  | <u>+</u> (18) Development of informants and sources of information.   |
| <u>+</u> (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load).  | <u>✓</u> (19) Reporting ability:  |
| <u>✓</u> (4) Physical fitness (including health, energy, stamina).  | <u>+</u> (a) Investigative reports  |
| <u>+</u> (5) Resourcefulness and ingenuity.   | <u>+</u> (b) Summary reports  |
| <u>+</u> (6) Forcefulness and aggressiveness as required.   | <u>+</u> (c) Memos, letters, wires  |
| <u>+</u> (7) Judgment, including common sense, ability to arrive at proper conclusions; ability to define objectives.   | (Consider: <u>+</u> conciseness; <u>+</u> clarity; <u>+</u> organization; <u>+</u> thoroughness; <u>+</u> accuracy; <u>+</u> adequacy and pertinency of leads; <u>+</u> administrative detail.) |
| <u>+</u> (8) Initiative and the taking of appropriate action on own responsibility.   | <u>✓</u> (20) Performance as a witness.   |
| <u>+</u> (9) Planning ability and its application to the work.  | <u>+</u> (21) Executive ability:  |
| <u>+</u> (10) Accuracy and attention to pertinent detail.   | <u>+</u> (a) Leadership   |
| <u>+</u> (11) Industry, including energetic consistent application to duties.   | <u>+</u> (b) Ability to handle personnel  |
| <u>+</u> (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control. | <u>+</u> (c) Planning   |
| <u>+</u> (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and 'knowhow' of application.  | <u>+</u> (d) Making decisions   |
| <u>✓</u> (14) Technical or mechanical skills.   | <u>+</u> (e) Assignment of work   |
| <u>✓</u> (15) Investigative ability and results:  | <u>+</u> (f) Training subordinates  |
| <u>+</u> (a) Internal security cases  | <u>+</u> (g) Devising procedures  |
| <u>+</u> (b) Criminal or general investigative cases  | <u>+</u> (h) Emotional stability  |
| <u>+</u> (c) Fugitive cases   | <u>+</u> (i) Promoting high morale  |
| <u>+</u> (d) Applicant cases  | <u>+</u> (j) Getting results  |
| <u>+</u> (e) Accounting cases   | <u>+</u> (22) Ability on raids and dangerous assignments:   |
| <u>✓</u> (16) Physical surveillance ability.  | <u>+</u> (a) As leader  |
|   | <u>+</u> (b) As participant   |
|   | <u>+</u> (23) Organizational interest, such as making of suggestions for improvement.   |
|   | <u>+</u> (24) Ability to work under pressure.   |
|   | <u>✓</u> (25) Miscellaneous. Specify and rate:  |
|   | <u>+</u> Dictation ability  |
|   | <u>✓</u> Automobile driving ability   |

A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as resident Agent, supervisor, instructor, etc.): Assistant Special Agent in Charge

B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker). Desk Man, Administrator, Personnel Supervision, Speaker

C. (1) Is employee available for general assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)  
(2) Is employee available for special assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)

D. Has employee had any abnormal sick leave record during rating period? No (If so, explain in narrative comments.)

ADJECTIVE RATING: \_\_\_\_\_

**SATISFACTORY**

Outstanding, Satisfactory, Unsatisfactory

DONALD E. MOORE  
ASSISTANT SPECIAL AGENT IN CHARGE  
TRANSFER PERFORMANCE RATING

Mr. Moore continues to present an excellent personal appearance and to have an excellent personality. He is tall, well built, aggressive, forceful and has unusual ability in getting along with fellow employees and the general public. He is respected, as well as liked, by fellow employees. He is extremely capable in contacts with police officers and executives and has exhibited excellent judgment in the handling of all matters since I have arrived in Detroit. He represents the Bureau most favorably as a public speaker and I have received many complimentary remarks from groups that he has addressed.

Mr. Moore supervises the major criminal classifications of cases and as such has brought about excellent results in the solving of these cases. He supervises the criminal informant program and as an indication of his effectiveness in this particular phase of our work, our number of criminal informants has increased from sixteen, when I arrived in this office on March 4, 1953, to fifty, as of the beginning of September. The effectiveness of this piece of work cannot truly be shown by the increase in numbers, as I believe the quality of information being received at present, in comparison to that being received from the previously mentioned sixteen informants, is more impressive than a comparison of the number of informants now and at that time.

Mr. Moore is a leader of men and accepts and discharges his responsibilities without supervision. I have been with him on several dangerous raids wherein Mr. Moore has been given the responsibility of supervising and handling one particular phase of the raid, and he has always carried out his assignments in a commendable fashion and his ability in planning has been outstanding. This ability was recognized by the Director in his letter of commendation to Mr. Moore, April 13, 1954, for his participation in the planning, supervision and executing of the raid in which two dangerous bank robbers, [redacted] and [redacted] were apprehended. b6 b7C

He is in excellent physical condition, is available for any type of assignment that the Bureau may have and, in my opinion, is capable eventually of assuming even more responsibility than he will have in his next assignment. For an Assistant Special Agent in Charge in Grade GS-14, Mr. Moore is easily entitled to a rating of Satisfactory, and approaches Outstanding.

Rating: SATISFACTORY

Initials: Dr

# Office Memorandum • UNITED STATES GOVERNMENT

TO : Director, FBI

DATE: September 21, 1954

FROM : SAC, Detroit (67-7341)

PERSONAL & ~~CONFIDENTIAL~~

SUBJECT: DONALD E. MOORE  
ASSISTANT SPECIAL  
AGENT IN CHARGE

On this date I have approved ASAC Moore's utilizing on official business his personally owned revolver, .38 caliber Smith and Wesson Air Weight, serial #C 261294. I have examined this revolver and found it to be in excellent condition.

FHM:MEB

*Noted in prof led.  
9-28-54  
Prof*

RECORDED-23

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FBI - DETROIT	

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